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LAWS

OF THE

Chas.

Commonwealth

FOR THE GOVERNMENT

OF THE

MASSACHUSETTS STATE PRISON,

WITH THE

** 7572.200*

RULES AND REGULATIONS

OF THE

BOARD OF INSPECTORS,

AND

DETAILS OF THE POLICE AND DISCIPLINE

ADOPTED BY THE WARDEN,

1839.

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Printed by Ezra Lincoln.

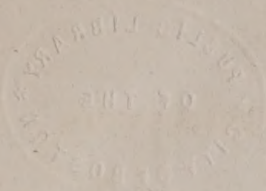
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PRINTED BY EZRA LINCOLN.

1839.

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LAW



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Oct. 12, 74.

Add.

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DESCRIPTION OF THE MASSACHUSETTS STATE PRISON.

THE MASSACHUSETTS STATE PRISON is located on the westernmost point of the peninsula of Charlestown. The Old Prison was finished in 1805, and its first inmates were received on the 12th of December of that year. The walls, enclosing the yard, have been subsequently enlarged, and now are 500 feet long by 240 feet wide. The State purchased of Archibald M'Neil, on the 13th of November, 1800, "four acres and one half and seven rods of upland, and the flats adjoining," and paid for the same the sum of two thousand dollars. On the southwest front of the flats, there has been constructed a commodious wharf which, with the garden in front of the Old Prison, embraces an area equal to that of the Prison Yard. The walls, which are five feet thick at the base, and fifteen to eighteen high, are constructed of granite, and are picketed on the top, having a platform walk and five watch boxes for the accommodation of the sentries. The wharf and garden are also secured by pickets 16 to 18 feet high. Sixty six feet southwest of the Old Prison, is erected a dwelling house for the residence of the Warden, and a store house. The Old Prison building is 200 feet long by 44 wide. The two wings, which were occupied for the confinement of the prisoners, are each four stories, making 38 feet in height, and contain, in all, 90 cells of dimensions to accommodate from 6 to 16 convicts in each cell. The centre, between the two wings, is five stories or 46 feet in height, and is occupied by the Deputy Warden and such of the Overseers and Watchmen as may choose to board within the precincts of the prison. The story next above the basement, in the centre building, contains the warden's and the guard rooms. On the top of the centre building is a cupola, 15 feet high and 8 in diameter. In this cupola is suspended an alarm bell weighing 500 pounds. The common entrance to the prison, from the street, is by the southeast front gates.

New Solitary Prison.

By recommendation of the Governor, His Excellency Levi Lincoln, a law was passed in 1826, for the building of a new Prison, to contain 300 solitary night cells, on the Auburn plan. This edifice was first occupied by the convicts, on the 3d of October, 1829.

The building is 200 feet long by 46 wide, and the material is of granite, except the roof, which is of wood, and covered with slate. The space between the exterior wall and the block of cells is 9 feet, and is open to the top ceiling. There are 4 stories of cells on each side of the block, each story contains 38 cells, making, in all, 304. Each cell is 7 feet long, 7 feet high, and 3 feet 6 inches wide. The doors are of wrought iron, with gratings in the upper part, and are fastened by a compound lever lock and a bar which moves horizontally and secures the door at the top. The passage to the cells is by flights of steps at the south end, along a gallery, which is composed of granite stones, 4 feet wide, set into the wall 12 inches and supported by 168 cast iron pillars, with iron railings on the three upper stories. In the exterior wall is a small window opposite each cell door, in the three upper ranges, on each side, which admit light sufficient to read in all the cells. The whole number of windows in the sides and ends of the building is 245, and 20 skylight windows in the roof. The window openings are all well secured by iron gratings. There are 5 ventilating and 4 flue chimneys, all of granite. Through the casings of the skylights and the chimneys, are apertures for ventilating the cells and the area of the Prison between the block of cells and the exterior wall. Thus an area of 9 feet wide, and 6 feet without the galleries, presents itself from the ground flooring to the upper cells, admitting of a view of every door and gallery on either side of the Prison. An inspection gallery is erected about the centre of the external wall, on each side of the Prison, upon which officers are placed when the convicts march out or in to their cells, and who, by the height of their position, can see every convict enter or leave his cell. On the north end of the area, and elevated 14 feet above the hall floor, is a chamber erected

for the accommodation of the officer of the night guard, not on duty. The hall or area and the cells, are warmed by 4 Lehigh stoves. Each cell has an aperture opening into the air flue, for purposes of ventilation and the passage of warm air through the cell. Water is supplied for the use of the prisoners, while in their cells, and also for cooking purposes, by means of a forcing pump and pipe leading from a well near the centre of the back side of the New Prison. Means are established, by signal bells, of keeping up a communication, at all times, between the Solitary Prison and hospital, with the guard room. The hall or area of the Prison is constantly lighted during the night.

On the northwestern front of the Solitary Prison, commencing 71 feet south of the entrance, and extending 71 feet north, to within 30 feet of the end of the building, is the cookery, porch, barber's shop and chapel, 30 feet wide and one story high, built of granite, with a slated roof and iron gratings to the windows in front and ends, and the skylights in the roof. The kitchen has a bakery, a cistern, which will contain 4000 gallons of rainwater, also a reservoir to contain 2000 gallons of well water, the latter supplied by the forcing pump before mentioned. The cooking is performed by steam, and an iron boiler, with 4 large wooden tubs attached, is made use of for that purpose. Three large iron boilers or kettles are also set in brick work, to be used when the steam boiler is repairing. The fuel, used in the steam boiler, is the Schuylkill coal. Four tables are standing in the kitchen for the purpose of arranging the dishes containing the food, and from which they are pushed through openings in the wall on to the porch tables, to be taken off by the convicts as they march through the porch into the Solitary Prison. The porch is 9 feet wide and affords the only entrance into the Solitary Prison; from the porch is also the entrance into the barber's shop and chapel, and the kitchen. The chapel will contain about 320 convicts besides leaving room for the officers and 20 or 30 visitors.

Passing out of the Solitary Prison, on the right, and facing southwest, is a line of brick workshops one story in height, and extending about 320 feet to the northwest,

and of width from 25 to 42 feet. These shops are occupied by the black and whitesmiths, tinmen, shoemakers, tailors, upholsterers and cabinet makers ; and in one of them is a steam engine, used to carry a lathe for turning wood work, for sawing and for other purposes. Directly in front of the Solitary Prison, and at the distance of about 100 feet from the chapel, are two buildings of wood, occupied by the stone cutters. They are, each, 140 feet long, by 44 feet 8 inches wide, and adjoin each other. At the northwest end of the stone sheds and about 47 feet distant is a canal or basin, with a lock gate in the northwest wall of the prison yard, into which the salt water flows at every tide, and through which boats can pass in with wood or stone from the bay which washes the whole length of the northwest end of the wall. In this canal or basin, the convicts are permitted to bathe, occasionally, in the warm season. The canal is located about midway between the sides of the yard wall, and is built of granite, with a culvert passing through the yard vault and under the wall, emptying the contents into the bay on the northeast side of the wall. On the southwest side of the canal, and at about 26 feet distance, is a brick workshop, about 80 feet long, by 42 feet wide, which is now occupied by the brush makers, hatters and coopers. This shop was erected in 1837, and paid for out of the surplus earnings of the convicts ; the blacksmiths' shop has also been enlarged from the same source.

The entrance to the main or Prison yard, is by two large gates on the southwest front. The easternmost gate is the common entrance from the street, and the western, from the Prison wharf.—There are two gates at each entrance, only one of which is opened at the same time, thereby forming a lock and rendering the Prison yard perfectly secure during the ingress or egress of teams. Foot passengers enter the yard through the guard room. The Hospital is, at present, located in the fourth story of the east wing of the Old Prison. It is to be hoped it will not long be used as such, but that a building more suitable, and better adapted to the wants of the Institution, will be erected for that purpose.

The estimated cost of the old establishment is about \$170,000. The cost of the new, Solitary Prison, chapel and cookery about \$86,000, and that of the other buildings, erected or enlarged within the last 10 years, about \$8,000; making the ascertained cost, for the whole establishment, \$264,000.

The new, Solitary Prison, is supposed to contain about 11,000 tons of granite, 20 tons of cast and 45 tons of wrought iron.

OFFICERS OF THE PRISON.

Inspectors—{ HON. WILLIAM MINOT, *Chairman*,
“ SHERMAN LELAND,
SAMUEL GREELE, Esq.

Warden—CHARLES LINCOLN, JR.

Deputy Warden—ENOCH HUNT.

Chaplain—REV. JARED CURTIS.

Physician—WILLIAM J. WALKER.

Clerk—HENRY K. FROTHINGHAM.

Superintendent of the Stone Department—FRANCIS LAWRENCE.

Turnkeys and Overseers.

Francis K. Proctor,
Ebenezer Payne,
Daniel Russell,
Joseph Munroe,

Thomas Russell,
George R. Eddy,
John Brown,
John Perkins.

Watchmen.

Isaac Cory,
Albert Eaton,
Albert Marshall,
James M. Francis,
Asa N. Brown,
Hiram Fogg,

Leonard B. Shearer,
Andrew F. Lapham,
Warren B. Parker,
Israel Tibbets,
S. E. Shaw.

Names of Inspectors and periods of service, from 1828.

Hon. Francis C. Gray, *Chairman*, from 1828 to 1833.

“ Sherman Leland, ...1828

“ Seth Knowles, ...1828 to 1829.

“ Charles Wells, ...1829 to 1833.

Hon. John R. Adan, *Chairman*, ...1833 to 1838.
 “ Josiah Quincy, Jr. *Chairman*, ...1838 to 1839.
 Samuel Greele, Esq.....1838
 Hon. William Minot, *Chairman*,.....1839

Names of Wardens and periods of service.

From 1805 to 1810, Daniel Jackson, Esq.
 “ 1810 to 1812, Robert Gardiner, “
 “ 1812 to 1824, Gamaliel Bradford, “
 “ 1824 to 1828, Thomas Harris, “
 “ 1828 to 1832, William Austin, “
 “ 1832 Charles Lincoln, Jr.

FINANCIAL VIEW—PROFIT AND LOSS.

1820, \$6,758 21 <i>Loss.</i>	1830, \$6,897 02 <i>Loss.</i>
1821, 7,290 77 “	1831, 477 31 <i>Profit.</i>
1822, 11,271 61 “	1832, 4,192 32 “
1823, 5,706 31 “	1833, 6,995 57 “
1824, 1,212 78 <i>Profit.</i>	1834, 6,946 28 “
1825, 13,060 12 “	1835, 9,671 09 “
1826, 7,905 14 “	1836, 13,428 25 “
1827, 7,448 28 <i>Loss.</i>	1837, 2,773 64 <i>Loss.*</i>
1828, 12,167 07 “	1838, 56 94 <i>Profit.</i>
1829, 7,599 70 “	

N. B. Not one dollar has been drawn from the Treasury of the Commonwealth, to meet the current expenses of the Prison, since 1831.

The whole number of convicts, committed to this Prison, since it was first occupied, Dec. 12, 1805, to April 1, 1839, is 3243. Of this number, there have been

Discharged by expiration of sentence.....2205
 By pardon or remission of sentence.....499
 By order of Court.....20
 Died.....172
 Escaped.....25
 Leaving in confinement on the 1st of April, current 322

* A new brick shop was erected this year and very extensive repairs made, amounting in the aggregate to \$3,580 45.

CHAPTER 144 OF THE REVISED STATUES,

INCLUDING THE AMENDMENTS MADE BY THE ACT OF AMENDMENT
OF FEB. 15, 1836, AND THE ACTS OF APRIL 19, 1837, AND
APRIL 18, 1838.

OF THE STATE PRISON,

AND THE

GOVERNMENT AND DISCIPLINE THEREOF.

SECTION

1. State prison and penitentiary established.
2. Organization.
3. Inspectors, how appointed, and tenure of office.
4. Warden, chaplain, &c. how appointed; tenure of office.
5. Deputy warden, and other officers, how appointed; tenure of office.
6. Warden to report appointments, propose alteration of rules, &c.
7. Warden and deputy, where to reside—Officers to have no other business.
8. Salaries of officers—and how paid.
- 9, 10, 11. Authority and duty of inspectors.
12. Duty of chaplain.
13. “ of physician and surgeon.
14. Care and treatment of sick convicts.
15. Bond of warden—to be approved and lodged in the treasury.
16. Warden to have charge of the prison; to be treasurer thereof, &c.
17. Inspectors to examine his books semi-annually.
18. Warden's accounts to be settled annually.
19. Warden to make contracts to be approved by inspectors—Suits thereon.
20. Controversies may be settled by arbitration.
- 21, 22. Contracts, how made—Proposals therefor.
23. Contractors to give bond—Officers not to be concerned in contracts.
24. Bills to be taken for all purchases, services, &c.
25. Warden or deputy to serve all process within the prison—Warden to have charge of prisoners, &c.
26. Duty of deputy, in case of absence, inability, &c. of warden.
27. Inspectors' power and duty when warden's office is vacant.
28. Officers to perform the duties required by warden, &c.

SECTION

29. Removal of convicts under sentence, to the prison.
30. Convicts sentenced in U. S. Courts, to be received, &c.
31. All offices forfeited, by commitment to state prison.
32. Solitary imprisonment, how to be inflicted.
33. Convicts, how employed, and kept separate.
- 34, 35. Proceedings against convicts, twice committed to a state prison.
54. Same, when three times committed.
36. Appeal when allowed; convict when remanded.
37. Punishment for escape, &c. when sentenced for years.
38. “ “ “ when sentenced for life.
39. “ of officers, for suffering a voluntary escape.
40. “ for leaving prisoner at large, or for other unlawful indulgence.
41. “ “ aiding in escape or rescue.
42. “ “ illicit conveyance of any article into the prison.
43. Concurrent jurisdiction of Suffolk and Middlesex.
- 44, 45. Subsistence and rations for convicts.
46. Subsistence and diet in the hospital.
47. Yearly clothing for convicts.
48. Warden's power to maintain order, &c.
49. Annual visitation of governor and council.
50. Governor and council authorized to provide additional cells and buildings.
51. “ “ “ to draw warrant for moneys appropriated.
52. Treatment of convicts by officers.
53. Convicts, when discharged, to be decently clothed, &c.
55. Sabbath School.

SECTION 1. The state prison in Charlestown, in the county of Middlesex, shall be the general penitentiary and prison of the Commonwealth, for the reformation as well as for the punishment of offenders; in which shall be securely confined, employed in hard labor, and governed in the manner hereafter directed, all offenders, who have been convicted and sentenced, according to law, to the

punishment of solitary imprisonment and confinement therein at hard labor.

SECT. 2. The organization of the state prison shall include three inspectors, one warden, one deputy warden, one chaplain, one physician and surgeon, one clerk, one superintendent of the stone department, who shall also be an overseer, eight turnkeys, who shall be overseers, and ten watchmen.

SECT. 3. The inspectors shall be appointed by the governor, with the advice and consent of the council, and one of them shall be designated in his commission as chairman ; they shall hold their offices during the pleasure of the executive, but not more than four years under one appointment.

SECT. 4. The warden, the chaplain, and the physician and surgeon, shall be appointed by the governor, with the advice and consent of the council, and commissioned to hold their offices during the pleasure of the executive.

SECT. 5. The deputy warden, and all other officers of the prison, shall be appointed by the warden, subject to the approval of the inspectors, and shall hold their offices during the pleasure of the warden and inspectors ; but if the warden shall think any such officer ought to be removed, and the inspectors shall not consent thereto, the warden may appeal to the governor and council, who, after reasonable notice to the inspectors, may make such removal.

SECT. 6. The warden shall report immediately to the inspectors all appointments of officers which he shall make ; he shall, from time to time, propose in writing, to the inspectors, such alterations as he shall think advisable in the rules and regulations for the direction of the officers, and for the government of the prison, and with the advice and consent of the inspectors, he may appoint two additional watchmen.

SECT. 7. The warden and deputy warden shall reside constantly within the precincts of the prison ; and neither the warden, nor any officer appointed by the warden and inspectors, shall, during the time of holding his office, be employed in any business for private emolument, nor in any business which does not pertain to the duties of his office.

SECT. 8. The officers of the prison shall receive the following salaries, to wit; each inspector, one hundred dollars a year; the warden, fifteen hundred dollars; the deputy warden, eight hundred dollars; the chaplain, nine hundred dollars;* the physician and surgeon, three hundred dollars; the clerk, one thousand dollars;* the superintendent of the stone department, one thousand dollars; each of the turnkeys, six hundred dollars;* and each watchman shall receive four hundred and fifty dollars a year; and there shall also be allowed sufficient fuel for all the officers of the prison residing or boarding within the limits thereof;* all which sums shall be paid in quarterly payments, by the warden, out of the treasury of the prison, and shall be in full for all services; and no other perquisite, reward or emolument, shall be allowed to, or received by, any of them, except that the warden, with the advice of the inspectors, may allow to the superintendent of the stone department an additional sum, not exceeding three hundred dollars a year, when it will be, in their opinion, for the interest of the Commonwealth to make such allowance, and to the overseer or turnkey, who may act as an assistant of the said superintendent, an additional sum not exceeding one hundred dollars.

SECT. 9. The inspectors shall, from time to time, establish rules and regulations, consistent with the laws of the Commonwealth, for the direction of the officers of the prison, in the discharge of their duty, the government, employment and discipline of the convicts, and for the custody and preservation of the public property; and as soon as may be, after the establishment of any such rules and regulations by the inspectors, they shall cause authentic copies thereof to be laid before the governor and council, who may approve, annul or modify the same; and the inspectors shall cause a copy of all such rules and regulations, as shall have been approved by the governor and council, to be certified, as soon as may be, by the clerk of the prison, and delivered to the warden.

SECT. 10. The inspectors, or one of them, shall visit the prison at least once in each week, and it shall be visited by the board of inspectors once a month, and oftener if they shall think necessary, for the purpose of inspecting

* See Act of April 19, 1837.

the books and all the concerns of the prison, and ascertaining whether the law, and the rules and regulations relating to the prison, are duly observed, and whether the officers are competent and faithful, and the convicts are properly governed and employed.

SECT. 11. The inspectors shall report to the governor and council, forthwith, all violations of law and omissions of duty by the warden, chaplain, or physician and surgeon, that shall come to their knowledge ; and every officer, who holds his place at the pleasure of the inspectors and warden, and who shall be found to be unfaithful or incompetent, shall be by them forthwith removed ; the said inspectors shall also, on the last day of September, in each year, make a detailed report to the governor and council, which shall contain a full statement of all the concerns of the prison, for the year next preceding.

SECT. 12. The chaplain shall perform divine service in the chapel of the prison, instruct the convicts in their moral and religious duties, visit the sick on suitable occasions, and devote his whole time to the performance of the duties of his office.

SECT. 13. The physician and surgeon shall visit the hospital of the prison, at least once in each day, and as much oftener as may be necessary, prescribe for convicts who may be sick, and attend to the regimen, clothing and cleanliness of such of them as are in the hospital ; he shall keep a regular journal, which shall remain at the prison, of all admissions to the hospital, stating the time, the nature of the disease, with his prescriptions, and the treatment of each patient, and the time of his discharge from the hospital, or of his death ; the said journal shall also contain regular entries of all orders which shall be given for supplies for the hospital department, specifying the articles ordered ; all such orders shall be in writing, and the warden shall provide the supplies so ordered.

SECT. 14. Whenever any convict shall complain of such illness as requires medical aid, notice thereof shall be given to the physician, who shall visit such convict, and if, in the opinion of the physician, the illness is such as to require his removal to the hospital, the warden may order such removal, and the convict shall remain in the hospital,

until the physician shall determine that he may leave it without injury to his health.

SECT. 15. Before the warden enters upon the duties of his office, he shall give bond to the Commonwealth, in the sum of twenty thousand dollars, with sufficient sureties, to be approved by the governor and council, with condition that he shall faithfully account for all moneys placed in his hands as treasurer, and perform all the duties incumbent on him as warden of the said prison ; and such bond, with the approval of the sureties indorsed thereon, shall be filed in the office of the treasurer.

SECT. 16. The warden shall have the charge and custody of the prison, with the lands, buildings, furniture, tools, implements, stock and provisions, and every other species of property pertaining thereto, or within the precincts thereof ; he shall be treasurer of the prison, and shall receive and pay out all moneys, granted by the legislature for the support thereof ; and shall cause to be kept, in suitable books, regular and complete accounts of all the property, expenses, income, business and concerns of the establishment.

SECT. 17. All the books and documents, relating to the concerns of the prison, shall at all times be open to the examination of the inspectors, who shall, semiannually, carefully examine the said books, and compare them with the vouchers and documents relating thereto.

SECT. 18. The warden shall, as soon as may be, after the last day of September, in each year, cause to be made full and detailed accounts, to be closed on that day, of all the disbursements and expenses, and all the receipts and profits of the prison, accompanied by sufficient vouchers ; which accounts, after having been examined and approved by the inspectors, shall be audited and settled by the treasurer of the Commonwealth, who shall file the same in his office, for the inspection of the legislature.

SECT. 19. All contracts, on account of the prison, shall be made by the warden in writing, and when approved in writing by the inspectors, shall be binding in law, and the warden, or his successor, may sue or be sued thereon to final judgment and execution ; no such suit shall abate, by reason of the office of warden becoming vacant, but any

successor of the warden, pending such suit, may take upon himself the prosecution or defence thereof, and upon motion of the adverse party, and notice, he shall be required so to do.

SECT. 20. Whenever a controversy shall arise, respecting any contract made by the warden on account of the prison, or a suit shall be pending thereon, the warden may submit the same to the final determination of arbitrators or referees, to be approved by the inspectors.

SECT. 21. The principal articles, purchased for the use of the prison, such as the rations, fuel, stone, iron and steel, with the transportation and truckage, shall be contracted for by the year, when such contracts can be advantageously made; and the warden shall give previous public notice, in two newspapers at least, of the articles wanted, the quantity and quality thereof, the time and manner of delivery, and the period during which proposals therefor will be received; and such notice shall be published a sufficient time, for the information of persons who may desire to offer proposals for such contracts.

SECT. 22. All such proposals shall be in writing, and sealed up, and on the day appointed, they shall be opened by the warden, in presence of the inspectors, who shall cause all such offers to be entered in a book, and compared; the person offering the best terms, with satisfactory security for the performance, shall be entitled to the contract, unless it shall appear to the warden and inspectors, that none of the offers are so low as the fair market price; in that case, no offer shall be accepted, and the warden, with the consent of the inspectors, may advertise again as before, or he may proceed to make contracts for any of the articles wanted for the prison, in the best way he can, for the interest of the Commonwealth, without further notice.

SECT. 23. Every such contractor shall give bond, in a reasonable sum, with satisfactory surety or sureties, for the performance of his contract; no officer of the prison shall be concerned or interested, directly or indirectly, in any contract, purchase or sale, made on account of the prison.

SECT. 24. The warden shall take bills of the quantity and price of supplies, furnished for the prison, at the time

of the delivery ; and the clerk, or such officer as the warden shall direct, shall compare the bills with the articles delivered ; if the bills are found correct, he shall enter them, with the date, upon a book to be kept for that purpose ; in like manner, bills shall be taken and entered, of all services rendered for the prison ; if any bill, for supplies or services, shall be discovered to be incorrect, the clerk shall omit to enter it, and immediately give notice to the warden, that the error may be corrected.

SECT. 25. All process, to be served within the precincts of the prison, shall be directed to, and served and returned by, the warden or his deputy ; all convicts in the prison shall be in the charge and custody of the warden, who shall govern and employ them, in the manner prescribed by law, the rules and regulations of the prison, and in conformity to the respective sentences, under which they shall be committed.

SECT. 26. Whenever the office of warden shall be vacant, or the warden shall be absent from the prison, or unable to perform the duties of his office, the deputy warden shall have all the powers, and perform all the duties, and shall be subject to all the obligations and liabilities of the warden.

SECT. 27. If the office of warden shall become vacant, when the governor and council are not in session, the inspectors may require the deputy warden to give a bond to the Commonwealth, in the sum of ten thousand dollars, with sufficient sureties, to be by them approved, with condition for the faithful performance of the duties incumbent on him as deputy warden and treasurer, until a warden shall be appointed ; and from the time such bond shall be approved, the deputy shall receive the salary of the warden, in lieu of his former salary, so long as he shall perform the duties of the office ; if the deputy warden shall not give such bond, when required, the inspectors may remove him from office, and appoint a warden pro tempore, who shall give such a bond as was required of the deputy warden, and shall have the power and authority, and perform all the duties, and receive the salary, of the warden, until a warden shall be duly appointed and enter upon the discharge of the duties of the office.

SECT. 28. The deputy warden, clerk, superintendent of the stone department, the overseers and watchmen, shall perform such duties, in the charge and oversight of the prison, the care of the property thereto belonging, and the custody, government, employment and discipline of the convicts, as shall be required of them by the warden, in conformity to law, and the rules and regulations of the prison.

SECT. 29. Whenever the warden shall receive, from the sheriff of any county, a warrant, in the manner prescribed in the one hundred and thirty ninth chapter, requiring him to cause any convict to be removed from the county jail to the state prison, pursuant to his sentence, he shall, by himself, or such person as he shall appoint for that purpose, as soon as may be, cause such warrant to be duly executed, according to the precept thereof, and he shall make return of the manner in which he has caused the warrant to be executed, and shall file the warrant and the return, with the transcript of the record, in his office ; he shall also cause an attested copy of the warrant, and of his return thereon, to be filed in the office of the clerk from whence the same was issued ; and all sheriffs, jailers, and other officers, are enjoined, if need be, to aid the warden, or person by him appointed, in the execution of such warrant.

SECT. 30. The warden shall receive into the state prison all persons convicted before any court of the United States, held within the district of Massachusetts, and sentenced, by such court, to the punishment of imprisonment at hard labor in the said prison, and he shall safely keep and employ such convicts, pursuant to their sentence, and the rules and regulations of the prison, until such sentence shall be performed, or the said convicts shall be otherwise discharged, by due course of the law of the United States.

SECT. 31. Whenever any convict, sentenced by any court of this Commonwealth or of the United States, to be punished by imprisonment in the state prison, shall, at the time of conviction and sentence, hold any office, under the Constitution or laws of this Commonwealth, such office shall be deemed to be vacated, from the time of his commitment to the said prison ; and if the judgment against

such convict shall be reversed upon writ of error, he shall be restored to his office, with all its rights and emoluments, but if pardoned, he shall not by reason thereof be restored, unless it shall be so expressly ordered by the terms of the pardon.

SECT. 32. Every convict, against whom the punishment of solitary imprisonment shall be awarded by sentence of court, or for the violation of any of the rules and regulations of the prison, shall be confined in one of the solitary cells, and during such confinement, he shall be fed with bread and water only, unless the physician of the prison shall certify to the warden, that the health of such convict requires other diet.

SECT. 33. All convicts, sentenced to the punishment of hard labor in the said prison, shall be constantly employed for the benefit of the Commonwealth; no communication shall be allowed between them and any person without the prison; they shall be confined in separate cells, in the night time, and in the day time, all intercourse between them shall, as far as is practicable, be prevented.

SECT. 34. Whenever the warden shall be satisfied that any convict in the state prison has before been sentenced to imprisonment in the same prison, or in some other state prison within the United States, for not less than one year, it shall be the duty of the warden to give notice thereof to the county attorney for the county of Suffolk, who shall by an information filed in the municipal court of the city of Boston, or otherwise, make the same known to the judge of the said court; and thereupon such convict shall be brought before the court, by such process or order as the judge shall direct, to hear and answer to the said charge: If the convict, by his plea or answer, shall deny the truth of the charge, the same shall be tried by a jury, in due course of law, who shall be instructed to inquire, and by their verdict to find, whether the charge in such information is or is not true.*

SECT. 35. If it shall appear, by confession of the convict, verdict of a jury, or otherwise according to law, that the charge is true, such convict shall be sentenced to im-

* See page 811 of the Revised Statutes.

prisonment in the said prison for a term not exceeding seven years, in addition to the sentence on which he stood committed.*

SECT. 54. Whenever it shall appear to the warden that any convict in the state prison has been twice before sentenced to imprisonment in the same prison, or in any other state prison in the United States, for a period of not less than one year at each time, the convict shall be brought before the municipal court of the city of Boston, in the manner before provided in this chapter, in the case of a convict who has been once before sentenced as aforesaid, and the like proceedings as are provided in that case shall be had for ascertaining the truth of the charge; and if it shall thereupon appear to the court that the charge is true, the convict shall be sentenced to confinement to hard labor for his life, or for a term of not less than seven years, in addition to the sentence on which he stood committed; and he shall have the same right to appeal from the judgment rendered in pursuance of this section, as in other cases tried before the said municipal court.*

SECT. 36. Any convict, against whom such additional punishment may be awarded by the municipal court, shall have the same right to appeal, as in other cases tried before the said court; but if the charge against such convict shall not be established, as above mentioned, he shall be remanded to the said prison by the court, there to remain in execution of his former sentence.

SECT. 37. If any convict, committed to the state prison under sentence for any limited time, shall escape therefrom, or shall attempt by violence to escape, or shall assault the warden, or any inspector, or other officer or person employed in the government or custody of the said prison, he shall be punished by imprisonment in the said prison not more than ten years, in addition to his former sentence, and also by solitary imprisonment not more than one year, to be executed forthwith, or at such time or times, either before or after the expiration of any former sentence, as the court shall direct.

SECT. 38. If any convict in the state prison, under sentence of imprisonment for life, shall escape therefrom,

* See page 811 of the Revised Statutes.

or shall attempt by violence to escape, or shall commit any such assault, as is mentioned in the preceding section, he shall be punished by solitary imprisonment not more than one year, to be executed at such time or times, as the court shall direct.

SECT. 39. If any officer, or other person employed in the state prison, shall voluntarily suffer any convict confined therein to escape, or shall in any way consent to such escape, he shall be punished by imprisonment in the said prison, not more than twenty years.

SECT. 40. If any officer, or person employed in the state prison, shall suffer any convict, under sentence of solitary confinement, to be at large, or out of the cell assigned to him, or shall suffer any convict, confined in said prison, to be at large out of the prison, or to be visited, conversed with, or in any way relieved or comforted, contrary to the regulations of the prison, he shall be punished by fine not exceeding five hundred dollars.

SECT. 41. Every person, who shall convey into the state prison any disguise, instrument, tool, weapon, or other thing, adapted or useful to aid any convict in making his escape therefrom, with intent to facilitate the escape of any convict there lawfully committed or detained, or who shall, by any means, aid any convict in his endeavor to escape, whether such escape be effected or attempted, or not, and every person, who shall forcibly or fraudulently rescue, or attempt to rescue, any convict held in custody by any officer or other person, under sentence of imprisonment in the state prison, shall be punished by imprisonment in the said prison, not more than ten years, or by fine not exceeding five hundred dollars.

SECT. 42. If any officer or other person shall deliver or procure to be delivered, or shall have in his or her possession with intent to deliver to any convict confined in the state prison, or shall deposit or conceal in or about the said prison, or the dependencies thereof, or in any boat, carriage or other vehicle, going into the premises belonging to the said prison, any article or thing whatever, with intent that any convict confined in the prison should obtain or receive the same ; or if any officer or other person shall receive from any convict any article or thing whatever,

with intent to convey the same out of said prison, contrary to the rules and regulations thereof, and without the knowledge and permission of the warden, or the board of inspectors of the prison,—every such person shall be punished by imprisonment in the state prison, or in the county jail, not more than two years, or by a fine not exceeding five hundred dollars.*

SECT. 43. The courts and magistrates of the counties of Suffolk and Middlesex shall have concurrent jurisdiction of all crimes and offences, committed within the state prison, and the precincts thereof; and for the purpose of all judicial proceedings, the said prison, and the precincts thereof, shall be deemed in law to be within [and] a part of the county of Suffolk, as well as the county of Middlesex.

SECT. 44. The daily sustenance of the convicts, not in solitary confinement, nor in the hospital, shall consist of the following rations, to wit; one pound of good nutritious beef,* or twelve ounces of number one pork, ten ounces of rye meal, and ten ounces of Indian meal, and three quarters of a gill of molasses, for each prisoner, to which there shall be added, for every hundred rations, two bushels and a half of potatoes, or, at the discretion of the warden, the value thereof in peas, beans or other vegetables; two quarts of vinegar, four quarts of salt, two ounces of black pepper, two quarts of rye or barley, to be furnished to the convicts in a warm drink, at their meals, in the morning and evening, and for six months, during the warmest season, one gallon of molasses, and twelve ounces of hops; and the warden, with the consent of the inspectors, may make such alterations as they think proper, in the food of the convicts, on every fourth day of July and on days of public thanksgiving.*

SECT. 45. When the warden shall be of opinion that the rations above mentioned are insufficient for any of the convicts, he may make an addition thereto, in favor of such convicts, not exceeding two ounces of beef or pork, or the value thereof in meal, rice or vegetables, for each convict; he may also furnish fish one day in a week, instead of beef, for the rations of the convicts, when their

* See Act of April 18, 1838.

health would, in his opinion, be thereby promoted ; and may, with the assent of the inspectors, substitute fresh beef, for the rations of salt beef, and wheat flour or [*for*] rye meal and indian meal, for a part of the time not exceeding three months in the year : no snuff, nor tobacco, nor any other article of subsistence other than those before mentioned, either for food, or for drink, except water, shall be allowed to any convict : the beverage to be made from the rye or barley, and the beer to be made from the molasses and hops, as before provided, shall be distributed among the convicts, at the discretion of the warden, as the condition of each of them may require.

SECT. 46. The subsistence and diet of the convicts, in the hospital, shall be under the direction of the physician ; but for all articles of comfort or indulgence, not included in his regular hospital rations, his order therefor shall be in writing, and for a term not exceeding one week.

SECT. 47. Each convict shall be allowed, for his yearly clothing, one thick jacket, one pair of thick pantaloons, one thin jacket, and one pair of thin pantaloons, three shirts, two blankets, two pairs of socks, two pairs of shoes, all which articles shall be of a coarse kind, but strong, substantial and comfortable ; and when it shall be necessary, in the opinion of the warden, in order to prevent suffering, he may allow the convicts caps, beds, and bedding, and may increase or diminish the yearly allowance of clothing, to individuals, provided the aggregate expense of clothing shall not be thereby increased ; and as an inducement to industry and good behavior, the warden may, with the consent in writing of the inspectors, allow the convicts some additional articles of clothing.

SECT. 48. All necessary means shall be used, under the direction of the warden, to maintain order in the prison, enforce obedience, suppress insurrection, and effectually prevent escapes ; for which purpose, he may at all times require the aid and utmost exertions of all the officers of the institution, the inspectors, chaplain and physician excepted.

SECT. 49. The state prison shall be visited by the governor and council, annually, and as much oftener, as they may think proper, for the purpose of examining into

its concerns, and ascertaining its condition ; they shall inquire into all alleged abuses, or neglects of duty, and may make such alterations in the general discipline of the prison, as, on examination, they may find necessary.

SECT. 50. The governor, with the advice and consent of the council, may, from time to time, cause additional buildings to be erected, or alterations to be made in the existing buildings of the prison, so that there shall be, at all times, as many separate cells, as there are convicts in the prison ; he may, in like manner, cause such additions or alterations to be made, as shall be found necessary, for the accommodation of such of the officers, as are required by law to reside constantly within the precincts of the prison.

SECT. 51. Whenever an appropriation of money is made by the legislature, for the support of the state prison, the governor, with the consent of the council, shall draw a warrant, in favor of the warden, for such portions thereof, from time to time, or for the whole amount at one time, as he shall think proper.

SECT. 52. The warden, and all the officers of the prison, shall treat the convicts with kindness, so long as they shall merit such treatment, by their obedience, industry, and good conduct.

SECT. 53. The warden may pay to any convict, who shall, in his opinion, deserve it by his good conduct, on his leaving the prison, a sum not exceeding five dollars, out of the treasury of the prison ; and no convict shall leave the said prison, without being furnished with decent clothing.

SECT. 55. The warden, with the consent of the inspectors, and whenever and so long as they may deem it expedient, is hereby authorized to cause a Sabbath School, to be maintained in the prison, for the instruction of the convicts, in their religious duties, and to permit such persons as they may deem suitable to attend the same, as instructors, under such rules and regulations as the inspectors may establish.*

* See Act of April 18, 1838.

INSPECTORS' REGULATIONS.

Commonwealth of Massachusetts.

RULES AND REGULATIONS

FOR THE

GOVERNMENT OF THE STATE PRISON.

ARTICLE I.

Duties of the warden.

ARTICLE II.

Duties of the deputy warden.

ARTICLE III.

Duties of the clerk.

ARTICLE IV.

Duties of the superintendent of the stone department.

ARTICLE V.

SECTION

1. Officers not to leave shops.
2. " to keep convicts employed.
3. " not to converse with convicts.
4. " not to trade with convicts.

SECTION

5. Convicts to be inspected.
6. Residence of officers.
7. Visitors, fees, &c.
8. Officers not to be absent.

ARTICLE VI.

SECTION

1. Convicts to be obedient.
2. To be washed, &c. on admission.

SECTION

3. Articles allowed in cells.
4. Food, where eaten, &c.

ARTICLE VII.

SECTION

1. Officers only, to sleep in prison.
2. Work in passage ways not allowed.
3. Chapel service.
4. Sunday School.
5. Divine service on the Sabbath.
6. Officers to receive no fee or reward.
7. Convicts not to work for officers.
8. Hours of labor and locking up.

SECTION

9. Convicts in chapel and hospital.
10. No communication on part of convicts with persons outside the prison.
11. No visitors on the Sabbath.
12. Guard room in charge of a turnkey.
13. Officers to be present during the night.
14. Gates to be closed.

ARTICLE I.

It shall be the duty of the warden to cause the books and accounts to be so kept, as to exhibit clearly the state of the convicts, the number employed in each department, the number in the hospital, the expenses of the prison, and all receipts and payments, purchases and sales, and to exhibit the same to the inspectors, at their monthly meeting, or at any time when required.

ARTICLE II.

It shall be the duty of the deputy warden to visit the hospital, cookery, and all the places of labor, and to inspect them minutely, at least once a day ; and to cause all the cells to be inspected daily ; to prevent indolence and inattention among the officers and convicts ; to correct all improprieties, or report them to the warden ; to enforce obedience to the orders and rules of the prison, and to see that due attention is paid to the preservation as well as to the proper application of every article of public property.

He will report every officer who shall be tardy in attendance in the morning or who shall be absent from the prison without leave after ten o'clock at night.

He shall as often as need be inspect the watch during the night, and the watchmen on post, and shall pass through the shops several times during the day ; and report, without hesitation, to the warden, any officer who may be found asleep while on post or watch, or who shall negligently perform his duties.

He shall call the roll of officers in the morning, at the hour appointed, and cause the captain of the watch to report the names of those officers whose duty it may be to sleep in the prison, and also report absentees after ten o'clock at night.

ARTICLE III.

The clerk shall keep the books of the institution by double entry, conformably to the method now in practice. He shall keep a distinct account with each department of the prison, so as readily to know the result of their operations.

He shall also attend to the subsidiary books in the different departments, and be positive that they are accurate, also to the monthly returns and records if required ; and perform all the necessary writing for the prison, as well as for the board of inspectors, when they shall meet on prison business.

He shall attend to the clothing, and have a regular account of the quantities on hand, and of issues to each convict.

He shall have the books posted, and the vouchers numbered and so arranged as to present a clear and intelligible view of the pecuniary concerns of the institution.

He must perform all the duties required of him by the warden, not only in writing, but in rendering such personal assistance as may be required in the discipline of the institution.

ARTICLE IV.

The superintendent of the stone department, in addition to his duties of turnkey or overseer, shall assist the warden in any business relating to the stone department, and shall use all necessary means to obtain profitable results, by keeping the convicts constantly employed and causing them to be instructed, and also see that the stock be applied to the best advantage, and perform such other duties as the warden may require.

ARTICLE V.

SECTION 1. Officers shall not leave the shops, sheds, posts or work which they may be ordered to superintend, guard or take charge of, without being relieved or having permission from the warden.

SECT. 2. Officers are to take special care that the convicts under their charge are constantly employed, and that stock is not embezzled or misapplied; that the convicts do not leave their places without permission and that they do not converse with each other, except by the permission of an officer; and so far only as may be necessary to conduct the labor going on, or to instruct learners in any employment.

SECT. 3. Officers are not to converse with the convicts, or listen to them, any farther than is necessary to direct them in their work, or to obtain information immediately interesting to the institution, and in the latter case, they shall send for the warden or deputy, as soon as may be.

SECT. 4. Officers shall not trade with nor for convicts, nor employ them on their own account, nor have their money or effects in their possession, nor even perform an errand for a convict, or give him any information as to

affairs, or any person or persons, without the prison, without the permission of the warden. All officers having money or effects belonging to a convict, in their possession, shall deliver up the same to the warden, without delay ;—such money or effects to be held for the use of the convicts on their discharge, or for their legal representatives.

SECT. 5. Officers who may be in charge of a division of convicts, shall rigidly inspect each of said convicts before marching into the cells at night, in the manner prescribed by the warden, and at such other times as he shall order. Such officer shall have a list of the names of the convicts in his division.

SECT. 6. All officers of the prison who are liable to the orders of the warden, shall reside within the hearing of the alarm bell of the prison, and shall immediately repair to it, night or day, in case of alarm.

SECT. 7. Each visitor, excepting such as the warden shall, for good reason, admit without charge, shall pay for being conducted into the yard 25 cents.—They are not to talk with or in the hearing of the convicts, except to ask questions of the officer ;—they shall only be shown into the doors of the shops and sheds, unless by permission of the warden in particular cases, when they may be shown through the departments of labor. Visitors cannot be permitted to interrupt in any manner the duty going on nor the discipline of the prison.

SECT. 8. No officer, holding his office by the appointment of the warden and inspectors, shall be absent from the prison, without the permission of the warden.

ARTICLE VI.

SECTION 1. Every convict must pay strict obedience to the laws and rules of the prison, and to the commands of the officers, and the warden and other officers must enforce such obedience by all proper and necessary means.

SECT. 2. Convicts, on being admitted to the prison, shall be washed, and have their hair cut short and beard and whiskers shaved close, nor shall they be permitted to wear whiskers or long hair while in prison.—An inventory shall be taken of the effects of each convict, and also a

faithful description of his person, height, complexion, age, scars, where born, occupation before conviction, and when convicted. Each convict shall be furnished with the prison dress, and no other kind of clothing shall be worn by him during his imprisonment, nor shall he be furnished with, or allowed to wear, any other article of dress, than such as the prison shall supply, except a handkerchief.

SECT. 3. Each cell, while occupied, except when used for punishment, shall contain the following articles. One Bible or Testament, one stool box, one water can, one night bucket, two small bottles, to contain a week's allowance of molasses and vinegar, two small boxes, to contain the usual allowance of salt and pepper, one iron knife and fork, one iron spoon, and a comb; also a straw bed during the cold season, and bedding, and such books, pamphlets, tracts, temperance papers and other articles only, as the warden may permit according to law.

SECT. 4. Convicts, except those in the hospital, and those whom the warden may permit to remain in the kitchen and barber's shop, shall eat their food in their respective cells, and shall receive their food and march to and from their cells, in the order that the warden shall prescribe, and there shall be no eating or cocking, excepting in the places assigned for that purpose by the warden.

ARTICLE VII.

SECTION 1. No person shall be allowed to reside or sleep in the prison besides the officers and their necessary attendants, except by consent of the warden.

SECT. 2. No work shall be carried on in the passage ways or cells, further than is necessary to keep them clean and to repair them.

SECT. 3. On days of labor, prayers and reading of scripture shall be performed in the chapel, morning and evening, except when in the opinion of the warden and chaplain, circumstances should render it expedient to omit the same.

SECT. 4. There shall be a Sunday School under the direction of the chaplain, and with the cooperation of the

warden, for the moral and religious instruction of the convicts who may be admitted as scholars. The school shall commence on the first Sunday in October, and continue to the last Sunday in May of every year. Such persons, only, shall be permitted to visit the prison, to instruct the convicts in the school, as the warden and chaplain may choose to admit for that purpose.

The scholars shall be in readiness in the school room, or chapel, to receive the teachers, at twenty minutes past ten o'clock, A. M. and the school shall close before the hour of twelve, M. of each Sabbath. No convict shall be compelled to attend the school contrary to his expressed will.

SECT. 5. Divine service shall be performed, commencing at noon of every Sunday, from the first Sunday in October to the last Sunday in May ; and during the remainder of the year, morning and evening of every Sabbath.

SECT. 6. No officer of the prison shall receive to his use any fee or reward from a convict or from the relatives or friends of a convict, or from any person who shall visit the prison.

SECT. 7. No prisoner shall be permitted to work for any of the officers of the prison, or for himself, without the warden's consent.

SECT. 8. The convicts shall be unlocked and put to labor at day light from the 20th September to the 22d of March, and at sunrise the remainder of the year, and they shall be locked in at sunset from the 20th September to the 22d of March, and from six to half past six the rest of the year ; but nothing herein mentioned shall be construed to debar the warden from his right to employ the convicts, night and day, for the benefit of the prison, or to require the attendance of the officers at the time.

SECT. 9. Convicts shall attend respectfully at all religious services and the instructions of the chaplain, and teachers at the Sunday School, and also particularly to the orders and prescriptions of the physician. Any convict, who shall evade the taking of the medicine ordered by the physician, shall be punished.

SECT. 10. No convict shall be permitted to write or send to, or receive from, any person, any letter or thing whatever, nor shall there be any intercourse between the convicts and persons from without the prison, by conversation or signals. Convicts shall not be allowed pen, ink nor paper in their cells, nor for any purpose except in the school, or for the use of the prison.

SECT. 11. The prison shall never be visited on the Sabbath, except to attend divine service, and to instruct the convicts in the Sabbath School, and that by consent of the warden and chaplain.

SECT. 12. A turnkey shall always be in charge of the guard room, and such officers as may not be on duty elsewhere, shall remain in the guard room, or be within call of the guard room officer.

SECT. 13. During the night, there shall not be less than nine of the turnkeys, or watchmen present, for the safety and protection of the prison.

SECT. 14. The gates of the prison shall be closed at 10 o'clock, P. M. and shall not be opened afterwards, unless the warden shall so order.

JOSIAH QUINCY, JR.	} <i>Inspectors.</i>
S. LELAND,	
SAMUEL GREELE,	

In Council, Sept 29, 1838.

The foregoing rules and regulations are by the Governor and Council approved.

Attest,

JOHN P. BIGELOW,

Secretary of the Commonwealth.

DETAILS OF POLICE DUTIES AND DISCIPLINE.

PREAMBLE.

The details of police duties and discipline, of this institution, were first prepared and published by the immediate predecessor of the present warden. The copies of that edition having been all disposed of, and some alterations having been made in the laws of the Commonwealth and in the rules and regulations of the Honorable Board of Inspectors, for the government of the state prison, a new edition became necessary. The code established in 1830, although but an experiment, yet seems to have been, in the main, adequate to all the wants of the institution. But little alteration or change, therefore, is made in the general principles.

The whole have been carefully revised and more systematically arranged, than time and circumstances would allow, in the first edition. They are now published for the same reasons that were given in 1830, "with a view to show how the laws and regulations shall be executed, and with a wish to guard against the defects of memory; to give system and order to the various operations and the general discipline of the prison; and to prevent misunderstanding, where combined duties are required of the officers, or of the officers and convicts; to promote harmony and a zealous cooperation in all the departments of the institution, and in all that can subserve its objects, the reputation and integrity of its officers and the present and future well being of its unfortunate" inmates. The officers are required to read the laws, rules and regulations and the details of the police duties and discipline, and as far as possible, in the discharge of their various duties, to act up to their very letter and spirit, at all times and on all occasions.

DEPUTY WARDEN.

During the absence of the warden, the charge of the prison devolves on the deputy, and he will be responsible for its good order and the preservation of its discipline.

He will not absent himself from the prison, during the time that the convicts are at large, or at labor, without giving notice to the warden.

Whenever the warden and deputy shall be absent, or sick and unable to attend to their duties, the charge of the prison will devolve on the superintendent of the stone department, or turnkey No. 1 ; and in case of his absence or inability, on turnkey No. 2, and so on in succession of numbers.

The deputy warden, is an assistant to the warden, and has a general and constant superintending care over all but the pecuniary affairs of the prison ; especially its police and discipline ; and is responsible to the warden, that his orders, and all the internal rules and regulations, are strictly observed ; and to that end, he must, if possible, always be present at the opening and closing of the solitary prison—and also attend in the chapel during the performance of religious services.

The deputy should be constantly moving about the establishment, visiting frequently, but irregularly and without notice, the workshops, kitchen, solitary prison, hospital, and all departments of the prison.

He will enforce obedience, on the part of the convicts, to the officers ; and also endeavor to secure the assiduous attention of the officers to their various duties ; and report to the warden all violations of discipline, or rectify them in a prompt and decisive manner ; but he should consult the warden, in all cases, where he feels the least doubt as to the proper course to be pursued.

He will prevent, in all the departments of the prison, as far as possible, all unnecessary expenditure of the prison stock, fuel and lights ; and unite with the warden in his endeavors to exercise a just and laudable economy in the administration of the concerns of the institution.

In deciding on the propriety and extent of punishment necessary to be inflicted on offenders, during the absence

of the warden, the deputy will be governed by the warden's examples ; endeavoring to exercise a just degree of lenity, and yet without shrinking from the faithful discharge of a highly responsible and very unpleasant duty—always keeping within the limits of a sound discretion, and making due allowance for possible ignorance of duty on the part of the convict.

The deputy will announce, by a notification placed on the bulletin board, each Saturday morning, the time for ringing the first bell, and roll call in the morning, for the ensuing week.

He will receive the reports of the officers of divisions, and of the hospital, each time of locking in the convicts, and will keep the report so made, with dates thereto, so as to know what officer reports erroneously, should a mistake arise, giving opportunity for an escape. On finding, by the reports of the officers, that the whole number of convicts are given in, he will give the order to "*ring off*"—when the yard bell will be rung for the officers to leave their posts on the walls.

The deputy will make up, and present to the warden, on the morning of every day, a report, closed at 12 o'clock the preceding night, stating therein the visits of the governor and lieutenant governor and the honorable board of inspectors, or either of them and also of distinguished strangers.—He will also mention the names of all convicts received and discharged ;—all cases of punishment and the occasion of it ;—the number of convicts in solitary confinement ;—the number of patients in the hospital and the whole number of convicts in the prison ;—the names, duty and stations of the officers composing the prison night guard ;—and the religious services on the Sabbath ; together with any important occurrences, worthy of note, that may have taken place, within the precincts of the prison, during the preceding twenty four hours.

He will make out requisitions for rations for the number of well convicts, each day, and also for those in the hospital. With respect to the rations for the latter, he will be governed by the orders of the physician.

On the discharge of convicts from solitary confinement, pursuant to sentence, the deputy will read and explain to

him or them, such extracts from the rules and regulations of the prison, as may be necessary to enable them to understand their duty and the discipline to which they are to be subjected. He will assign to them their cells; and will station them in the department of labor designated by the warden.

In the event of an escape, the deputy will send as many officers as can safely be spared, to each of the bridges, and also to the Neck—together with advertisements, describing the convict or convicts, to be posted up in conspicuous situations. The earliest information should be given to the warden, if absent, in all cases of escape, in order that due measures may be taken to apprehend the deserter.

The deputy warden should not grant leave of absence, to any officer, for a longer period than one half of a day, without consulting the warden, except in cases of great emergency.

Whenever a vessel or boat, of any description, shall arrive at the wharf, to load or discharge, or for any purpose whatever, if the captain shall not have been previously notified of the laws and rules of the institution, the deputy will either go on board himself, or send an officer, to inform the commander, that all intercourse or communication between every individual on board the vessel or boat, and the convicts, is strictly prohibited.

The deputy will inspect the arms and equipments of the officers on duty, at least once a week, and report any officer who may be found deficient in the required amount of ammunition, or whose gun or equipments are not in proper order. He will also inspect all the arms and equipments, not in use daily, as often as once in a fortnight.

DUTIES OF THE CLERK.

The clerk should give constant attention to the interests of the institution and the duties of his office.

He should be present during the hours of labor, unless excused by the warden, and remain in the prison until the

bell is rung at night for calling in the officers from their posts on the walls.

During the absence or sickness of the deputy warden, the clerk may receive the reports of the officers of divisions on locking in at meal times, or at night, if not convenient for the warden to attend to that duty.

He will receive, examine, and if found correct, copy into a book, kept for that purpose, the monthly return of convicts,—made up and presented by the overseers of departments and the officer of the hospital.

He will keep an accurate account of new clothing, shoes, socks and blankets, and also of all materials for manufacturing the same, on hand, and will deliver those articles, on requisition of the officer or officers, charged with issuing the same, and also keep an account of the articles so delivered, and produce a rigid accountability as far as possible.

He will, when convenient, show visitors around the establishment, if requested so to do by the officer of the guard room, in the absence of watchmen or turnkeys; and will also, occasionally, walk through the shops, and observe the conduct of the convicts, when the warden is absent from the prison, or unwell and detained from duty.

SUPERINTENDENT OF THE STONE DEPARTMENT.

The superintendent of the stone department holds a very responsible situation in the institution, and should, therefore, give great attention to the duties devolving upon him.

He should endeavor to employ the convicts, in his department, to the best advantage, prevent laziness, suffer no one to wait for stone, if possible, or for tools to work with, and should see that the work is properly executed, the tools carefully used, and that the stone are not carelessly broken, injured or misapplied.

He will instruct the officers, stationed in the stone sheds, in all that may be necessary to enable them to render their aid and assistance in overseeing and expediting the work

in hand and directing the convicts as to the manner of executing the same.

He will be particular, in the delivering of stone, to see that the teamster receives a full load, and that the stone are properly placed on the vehicle, and will cause to be entered on a book, kept for the purpose, the date of delivery of the stone, name of the teamster and where the stone are to be delivered; and will give to the teamster or contractor, a receipt for every load, delivered in good order, whenever a certificate is presented by him, signed by competent authority, acknowledging the safe delivery of the stone at the place designated.

The superintendent of the stone department is required to inspect all the shops and sheds, and will visit them immediately after the divisions have marched out at meals or at night; and carefully examine all places where fire has been kept, to ascertain if all is safe, and will report, in person, to the deputy warden, or to the officer in charge of the porch doors, before the deputy leaves the solitary prison, the result of his observations.

OFFICER OF THE GUARD ROOM.

The officer in charge of the guard room, must be of the rank of turnkey, and will be held responsible for the faithful discharge of so important a trust.

He should be very careful to guard against surprise or stratagem, and never, if possible, allow both the doors, leading from the guard room to the back yard, to be open at the same time, while the convicts are out of their cells.

He should be careful not to admit a greater number of convicts into the front yard than can be done with safety; and should always be sure that an officer is present to take charge of them, before he suffers them to pass out of the back yard.

He should give particular attention to all persons calling into the guard room on business with the prison, or for the purpose of leaving orders or to take away manufactured articles: but should be careful not to deliver such ar-

ticles to strangers without first receiving an order from the warden, clerk, or the officer of the department in which they were manufactured.

He will receive all visitors, take the fees required for admission, and account to the warden for the same, and send an officer, without unnecessary delay, around the establishment with the visitors. If there shall be no officer unemployed, he will notify the deputy, clerk or warden, who will attend to that duty if convenient.

He should be particular to notice all teams that enter the yard and send an officer without delay to superintend them during the time they remain.

He should have a general observation on the conduct of such of the convicts as are admitted into the front yard and prevent any intercourse between them or with visitors about the rooms or yard.

He should frequently look from the guard room windows to the back or main yard and notice the conduct of convicts who may be within his observation.

In case of any commotion in the yard, he will endeavor to protect the officers by every means within his power, but will not ring the alarm bell if he can communicate with the warden or deputy ; in which case he will await their orders.

He must report, to the warden or deputy, any officer who is neglectful of duty, or who may be guilty of any improprieties, either in the guard room or any other part of the institution ; and he must not suffer smoking to be practised by officers or visitors in the guard or warden's room, or about the doors or entries thereof, nor in the back yard of the prison.

No profane language or loud and boisterous talking or disputing, or other improper conduct can be suffered in the guard room or in any part of the establishment.

The officer in charge of the guard room should be circumspect in his own deportment and thereby set a good example to others.

Whenever the superintendent of the stone department is absent, the officer of the guard room will send a watchman to inspect shops and fires, who will report as is required of the superintendent.

TURNKEYS AND OVERSEERS.

The duties of these officers principally appear in describing the general police and routine of prison regulations; but there are some remarks proper to be made, and some general rules to be laid down, under this head.

Turnkeys and overseers, when on duty, are to govern themselves in strict conformity to the laws, and to the rules and regulations of the prison.—While in the presence of those placed under their orders, they should endeavor to secure a high respect for the office they hold, and also for themselves personally, by a uniform and dignified deportment, and by evincing, on all occasions, and in every circumstance, that firmness and decision which are indispensably necessary to ensure obedience on the part of the convict.

No overseer shall send a convict to the hospital, or give medicine, except in extraordinary cases, without orders from the warden, deputy warden or the physician.

No overseer shall absent himself from his station and duties, without being relieved by another officer.

Overseers are to refrain from all unnecessary conversation with the convicts, and also with other officers, contractors, visitors or others, in hearing of the convicts. While on duty, they are to refrain from unnecessary reading or writing, and should avoid taking into the shops, prison, or any other place, where convicts are stationed or employed, any letters, newspapers or books; excepting such as the convicts have permission to read.

Each overseer must keep a list of the names of the convicts placed under his orders, and against each name place the number of the cell occupied by the convict.

The overseers should, as far as possible, prevent the convicts under their immediate orders, from having any article of dress or appendage thereto, not strictly allowed by the rules of the prison, or by the orders of the warden.

Overseers should not allow an officer of the prison, nor any person from without the institution, to employ the convicts on their account, or direct convicts in their work, without consent of the overseer of the department. Nor

should the overseers suffer any one to sell, borrow or carry away any article or thing, belonging to the prison, without consent of the warden, or of the deputy in the warden's absence.

Overseers should be careful to keep the books of accounts, whether of the labor of the convicts or of articles sold, with great accuracy, and to be punctual in sending up their books at such times as the clerk may require, in order that he may transcribe the accounts on the regular account books of the institution.

Overseers should be careful to examine the hospital book of their department, on its being returned to them after the visit of the physician, and inform the deputy warden of any directions that may have been given respecting the labor of invalid convicts, by the physician.

Each overseer should be careful to instruct convicts, placed under his orders, in the particular rules of his department, if it is necessary that the convict should be acquainted with them, but it should be understood by the overseers, that they must not have regulations inconsistent with or in opposition to those of the prison generally.

Overseers having charge of departments of labor, the kitchen, solitary prison, or hospital, will make out monthly returns of the convicts employed or placed under their superintendence, showing the employment or station of each convict at the close of the last day of each month, and such return shall, if practicable, be made and returned to the warden's room on or before 12 o'clock on the ensuing day.

The quantity of labor performed by each convict, during the month, when it can be ascertained, or the approximate quantity, shall also be returned as soon as possible after the commencement of each month.

The officer in charge of the hospital, in addition to the convicts in that department, will make return of the house waiters, convicts in solitary, and the messengers to the guard and warden's rooms.

Overseer D will return all the convicts employed in the kitchen, solitary prison, barber's shop and chapel; also, the bucket and tub cleaners, wood sawyers and yard sweepers.

Subsidiary or waste books must be kept in each department, in which the number of days work of each convict must be inserted ; also the work of every description done in those departments, for the officers or others ; and the value thereof must be entered in the books, and the same returned to the clerk, at least once a week, and oftener, if required.

Whenever cash is received by the overseers, for jobs of work, they will pay it over to the warden, and enter the same on their books.

DUTIES OF THE WATCHMEN.

The watchmen will perform the duty of sentinels on the walls, and guard the convicts at labor, on the wharf or elsewhere.

They should always have their arms and equipments at hand, in good order, and with not less than eight ball cartridges in their cartouch boxes. They should remember that arms are put into their hands to be used if necessary ; they are therefore authorized and enjoined to fire on and wound or kill any convict, who shall attempt to escape, or who shall raise a dangerous weapon with the obvious design to strike or wound an officer or other person ; first, however, commanding such convict to desist or return, as the case may be, if practicable.

Watchmen, performing wall duty, should always keep within the limits of their posts, except, when highly necessary for the safety or benefit of the institution, they should deem it proper to change their position.

They should not confine themselves to their watch boxes, nor have the doors closed, except in severe cold or stormy weather, when exposure would be dangerous to health.

They are required to observe, with great attention, the conduct of convicts in the yard, especially the team hands, and also contractors, agents, teamsters, or any strangers, coming within their notice. They will not permit convicts to approach the walls or gates, except for purposes of labor, nor should they allow them to loiter about the yard,

if able to work, and they must report to the deputy every convict violating any of the rules and orders of the prison.

Watchmen will be particular, as they pass along the wall, to look for prohibited articles, that may possibly have been thrown into the yard during their absence, and those on posts 1 and 5 or who are stationed in charge of gates, will carefully examine all carts or other vehicles and also furniture, casks, boxes, &c. &c. before they permit them to pass the gates; they will also cause the teamsters to examine and be sure that no convict is concealed for the purpose of escape.

But one of the gates at each avenue, leading from the yard, is to be opened at the same time; and the iron or south east gate must not be opened while the convicts are marching to or from their places of labor, or while they are in the chapel on a week day, without express permission of the warden or deputy. The officers on these posts will observe the convicts who may be employed in the street or on the outside wharf, as well as the inside wharf, also in the hospital and back of the solitary prison.

The officer in charge of the front entrance gate, will receive visitors and grant them tickets, if they wish to be shown around the prison.

He should use a becoming deportment towards all persons, whether calling on business or as visitors; but he will not admit any person who may be obviously intoxicated, nor any dissolute female, if he discovers her to be such; nor will he admit any discharged convict, without permission of the warden or deputy, nor any eccentric or deranged person, having on a dress that would be calculated to attract the attention of the convicts and interrupt the order and discipline of the prison.

The officer at the front gate should have his arms constantly at hand, and keep a vigilant look out for all convicts passing into or remaining about the front yard. He should not suffer convicts to remain about the gate, nor in the front yard when they have performed the duty assigned them; nor should he suffer his attention to be drawn from such convicts by conversations with loungers about the gate.

He must not suffer or encourage the visits of persons for that purpose, nor allow smoking or other improper conduct about his post, without reporting the same to the deputy.

In case the officer at the front gate or the officer on post No. 4 should be ordered on other duty, they should immediately notify the officers of posts next to them, in order that those officers may give attention to the vacant posts.

On Thursday and Friday, of every fortnight, the watchmen on the walls will discharge their muskets, by firing at target, after the ringing of the bell for calling officers from their posts at night. The guns should be immediately taken to the guard room, cleansed, and reloaded.

The watchmen will be divided into two divisions of five each and will be designated, by numbers, 1 to 10. One division, or five of the watchmen, will commence their tour of duty on ringing out from dinner, and will perform wall duty until locking in the convicts at dinner the succeeding day. The other division of watchmen will commence duty on ringing out to labor the second day; each division will so continue alternately to perform wall duty. The division which performs wall duty on Saturday afternoon, will resume it again on Monday morning.

The division of watchmen, relieved from wall duty, will be disposed of as follows; No. 1, front entrance gate: No. 2, in the kitchen: Nos. 3 and 5, wharf team, and No. 4, in guard room, disposable. Watchman, No. 11, will be stationed constantly in the hospital during the day, except at meal times or when permitted to visit the yard for air and exercise or for any other purpose, and watchman, No. 12, will be stationed in the guard room, disposable, to attend visitors or to perform any other duty that may be required of him.

Watchmen off duty, should occasionally visit the yard and workshops to notice the conduct of the convicts.

Watchmen 4 and 12 will be stationed on the inspecting galleries, one on each side of the prison, to observe the conduct of convicts while the divisions are marching out or in to the prison and cells.

TO THE OFFICERS GENERALLY.

As the reputation of the officers, individually, is more or less affected by the character of the institution, the correct administration of its concerns and conduct of its officers without, as well as within the prison; they will be bound to make a manly stand against impropriety of demeanor, on the part of each other, should any occur; imparting advice in a kind and delicate manner, and when that shall be found ineffectual, reporting such improprieties to the warden, for investigation and the proper remedy.

It will be important and necessary, in the presence of convicts, to show due respect for the opinions and orders of each other, observing the utmost propriety both in demeanor and language.

Few things will contribute more to good feelings towards each other, among the officers, than a punctual attendance and promptitude in relieving each other, and the making as few calls for relief, while on a tour of duty, as possible; whether on posts or in the sheds and shops.

All ardent spirits, except for medicinal purposes, being prohibited within the limits of the prison ground, it becomes needless to state that intemperate men, or persons who are in the habitual use of ardent spirits, can never, consistently, be employed as officers of the institution.

The officers are enjoined to exhibit, in all their intercourse with the convicts, the most uniform evenness of temper, regard for morals and religion, and a deep interest in the successful prosecution of the labor or duties of which they may have charge; mutually to sustain and support each other, manifesting firmness and forbearance, and "looking down" the lazy and vicious among the convicts, and kindly regarding those who work faithfully and conduct with propriety; endeavoring to evince, in the presence of the convicts, those examples which are often more salutary than precept.

The officers will give orders to the convicts with all the distinctness possible, in order to be understood, and with the full authority vested in them.

Every officer of the institution, immediately engaged in the government of its inmates, is bound to notice and

rectify, or report all cases of violation of the discipline and rules of the prison, on the part of the convicts that may fall under his observation.

Should a convict refuse or hesitate to obey the command of an officer, he will admonish the convict and apprise him of the consequences of his disobedience; if he still persists in disobedience, the officer will leave him, if the case will admit of it, and send for the warden or deputy, as soon as possible, but it is recommended to the officers not to enter into dispute with a convict, nor to repeat their orders more than twice and not to take hold of a convict except in self defence.

Officers should be punctual in attendance at roll call in the morning, at the hour for ringing out after meals, and at the time assigned for unlocking and marching out the convicts on the Sabbath; and also in the performance of every duty devolving upon or that may be required of them.

On all occasions of entering or relieving the solitary prison, when the walls are not manned, or when there shall not be an armed officer at the porch gate, the porch gate shall be locked inside, or outside, before opening the new prison gate, and even then, the officer inside shall be spoken to and known to be such before it shall be opened.

On locking in at night, the doors of the solitary prison shall not be opened, after the convicts have marched in, for the purpose of passing out an officer or officers without permission of the warden or deputy.

All officers, when unemployed, are to remain in the guard room, or within call of the same, and await any duty that may present itself, or attend to the orders they may receive from time to time.

Officers are not to make alterations on the walls, in their shops or sheds, or elsewhere about the prison, nor create expense to the institution, nor expend the prison stock, or employ the convicts for such purpose or for themselves, without permission of the warden.

Any officer who shall sleep while on post, or while in charge of any duty, or shall neglect the same; or whose moral conduct shall be obviously indiscreet and unworthy of the responsible station he may hold, will be discharged

from the service and will be held liable if he violates the laws for the government of the institution.

No officer shall receive any fee or present from a convict or from any other person for a convict, without consent of the government of the prison, nor shall any officer receive any fee or present from any visitor, for showing him or them the establishment, in any manner, except as provided for by the rules and regulations of the board of inspectors, and then only for the benefit of the institution.

The officers are reminded that they should not talk with each other, or with visitors in the hearing of convicts, on subjects which may afford intelligence as to events occurring without the prison ; or by which they will obtain the news of the day. On all occasions as little conversation should be indulged in, in the solitary prison, while the convicts are confined, as the duty required will admit of, and even that in a low tone of voice.

Common place conversation with the convicts is inconsistent with the dignity of an officer and is not allowed.

Officers who are permitted to reside out of the prison, are required to report themselves, on all occasions, to the deputy warden, or to the officer of the guard room, previous to going upon duty.

An officer having leave of absence for a period of more than one day, must report himself to the warden or deputy immediately on his return. If absent less than a day to report, on his return, to the officer of the guard room.

It will, generally, only be in cases of apparent necessity, or on account of sickness that officers will be permitted to be absent from duty ; and it will be expected that officers will be as punctual as possible in returning to duty within the period limited for their absence.

Every officer of the prison is bound to report to the warden, any officer or other person employed as overseer or agent and also any contractor, who shall be known to have improper intercourse with the convicts, or who shall be guilty of gross violations of the rules and regulations of the prison.

It is required of the officers to carry canes when showing visitors around the yard or when marching divisions,

and to take such positions, as will enable them to have the best view of their men at all times.

All complaints, by officers of the prison, concerning any part of the rations furnished to the convicts, shall be made in writing to the warden, and the same shall be recorded, as soon as received, in the daily records of the institution.

All complaints, by convicts, to officers respecting food, shall be communicated to the warden or deputy warden without delay.

If any officer, at any time, shall have cause of complaint against the warden, chaplain or physician, or shall have good reason to think either of these officers neglectful of duty, or inattentive to the best interests of this institution, he shall report the same to the honorable board of inspectors without delay.

AGENT FOR TRANSPORTATION OF PRISONERS.

The responsible duty of transporting convicts from the county jails to the state prison, should be intrusted to one possessing great firmness and decision of character, and also a man of known honesty and integrity, and of good moral habits.

The agent will consult the warden, after receiving notice of the conviction of prisoners, as to the expediency of having any additional assistance to ensure safety on the road and to prevent escapes or attempts to rescue. Suitable irons will be furnished at the prison for securing the convicts to be transported from the county jails. The agent should make all necessary expedition in delivering the convicts to this institution ; for as their terms of sentence do not commence until they arrive here, it is due to justice that they should have an immediate conveyance, if practicable.

The agent will exercise his own discretion as to the transportation of any articles of much weight or bulk for the prisoners, and while they are under his charge he will use especial care that they are not supplied with ardent spirits, but will afford them a reasonable quantity of wholesome food.

The agent will be particular to report the conduct of the convicts that may be under his charge, during their being transported from the place of conviction to this institution.

The agent will endeavor so to arrange his journeys as to confine the convicts, at night, in the county jails, instead of entertaining them in taverns. He should, when convenient, have them placed in cells that will not admit of intercourse with other persons in confinement. He will transmit, when he visits the different counties, the copies of warrants, which will be prepared and handed to him by the deputy warden.

The agent will give bonds, with sureties, for the faithful performance of his duty, and his warrant, or letter of appointment by the warden, will be sufficient authority for receiving the prisoners in charge without an order.

The agent cannot be allowed to take the money or effects of the convicts, under his charge, for the purpose of keeping the same, without permission of the warden.

CONTRACTORS.

Contractors, who may hire convicts, are not permitted to have any other conversation with them but such as may be necessary to instruct them in work or to give them directions in relation thereto.

Contractors may be allowed to have an agent, to oversee their business and direct the convicts in their labor; but he cannot be permitted to converse with the convicts on other subjects. He shall be removable at the pleasure of the warden, by advice and consent of the board of inspectors.

The contractors, their agents and all other persons who may have occasion to visit the prison on their account, shall be subject to all the rules and regulations of the institution.

The teamsters, or other persons, in the employ of the contractors, who may occasionally visit the prison, cannot be permitted to speak to a convict, without permission of an officer; nor can they be allowed the usual privileges granted to the contractors and their agents.

If a convict presumes to speak to the contractor, his agent, or others in his employ, on subjects not relating to the work or business in which they may be engaged, they are bound to report such convict to the warden, or some other officer of the prison, without delay.

Contractors, or their agents, are not permitted to allow any perquisite, overstim money, or reward of any kind to the convicts while in their employ. Nor can they be permitted to give them a book or any other thing, or grant them any favor inconsistent with the rules and regulations of the prison.

RECEIVING CONVICTS.

On convicts first being received into prison, the warden and deputy will be notified of their arrival and will examine them in the guard room; after which a watchman will take charge of them, and after searching their pockets and clothing, and taking away all articles found therein, they will be conducted to the kitchen. The convicts will now be stripped and thoroughly washed and have their hair cut short and whiskers and beard shaved off.

The officer will carefully examine their bodies, and note, upon a book, the color of the eyes, hair and complexion, also all scars, marks or moles, any deformity of person or deficiency of any member or limb, and any thing else he may discover that would aid in identifying the prisoner. He will then note his age, height, where born, and his trade, or previous occupation or calling, and whether the prisoner can read or write. He will cause the prisoner to write, if he is able, his name in the book.

Each prisoner, before being confined in solitary, in pursuance of his sentence, will be furnished with a clean shirt and a suit of prison clothing, and will be instructed how to conduct himself while in solitary.

Convicts, on being liberated from solitary, will be required to wash themselves, will then be shaved and have some food in the cookery, and have their clothing fitted, if necessary, in the tailor's shop. The deputy will then receive them into the school room, read to them the most

essential parts of the laws, the inspectors' rules and regulations and as much of the details of the police regulations as may be necessary to enable them fully to understand their duty ; and also will clearly explain all parts of the laws and the rules and regulations and police duties, so that the convicts may be well and properly instructed in every thing essential to their comfort and well being in prison.

The effects of convicts, on being committed, will be carefully examined ; those which are worth preserving will be inventoried and placed away, to be restored to them on being discharged—such as may be of no value and useless, or in such a state as to render them unfit to be preserved, will be burnt or destroyed.

All money or jewels are to be delivered to the warden, who will, at a proper time, account for the same to the convict, or will, by request of the convict, deposit the money in the Savings Bank for his benefit.

DISCHARGE OF CONVICTS.

A few days previous to the discharge of a convict, whether by pardon, remission or expiration of sentence, a suit of clothes will be prepared for him in conformity to law.

A day or two previous to his discharge the reverend chaplain will have a private interview with the convict, and exert the power of his influence, by advice and counsel, together with religious instruction, to aid in confirming any good resolutions the convict may have formed for the future government and regulation of his life and actions.

Convicts will, generally, be discharged from prison in the morning ; and will be taken directly into the kitchen after being let out of their cells, and will not be allowed to have any intercourse with other convicts, during the short time they may remain there, to wash and be shaved, preparatory to being dressed.

The deputy will direct an officer to conduct each convict from the kitchen to the room or cell appropriated for the

purpose, and have him dressed in the suit prepared for him, after which he will be taken to the warden's room, where the convict may be interrogated as to any fact which may be interesting to the government and discipline of the prison.

Turnkey D will carefully examine the cell of the convict to ascertain if all is right, and will report the result to the warden before the convict is discharged.

The conduct of the convict, during his confinement, will be reviewed, in order to decide on and award the sum of money, not exceeding five dollars, which the law provides may be allowed to convicts, if deserved by good conduct, on being discharged.

An effort will be made by the warden to impress the convict with motives favorable to virtue and honesty. The danger and consequences of continued transgression will be set before him and advice will be given as to the best mode of obtaining employment ; after which he will be discharged.

PUNISHMENT.

Whenever a convict shall be observed by any officer to violate the rules of the prison, or to conduct improperly, he shall report the convict to the deputy warden, who will admonish the offender, or order him to be "left out," if in his opinion the case requires the attention of the warden ; but the deputy may, if he thinks the case renders it expedient and necessary, order a refractory and insubordinate convict into solitary confinement and report his proceedings as soon as convenient to the warden.

Convicts who may have received orders to "stop out" will, when the divisions are marching to their cells at night, leave their places and take a stand against the wall, opposite the foot of the stairs leading to the galleries, and there await in silence the investigation of their cases.

When punishment becomes necessary, solitary confinement will ordinarily be resorted to ; but in cases of a flagrant character or when by a repetition of offences it appears to be absolutely necessary, in order to subdue the

offender and secure order and obedience, to adopt other and more severe measures, and corporal chastisement shall be deemed expedient; in no case is the number of stripes to exceed ten at any one time, nor more than ten, for the same offence, without consulting the honorable board of inspectors.

The deputy warden will never inflict punishment by stripes, during the absence of the warden, without obtaining the advice and consent of, at least, one of the inspectors of the prison.

HOSPITAL.

The hospital will be constantly under the superintending care of an officer of the prison, who will be detailed by the warden to perform that duty, and who will be generally known as "the officer of the hospital."

He will have his office in the dispensary, and will attend to the preparing and delivering out, of such medicines as the physician shall prescribe.

He will see that the cooks prepare and distribute the food in conformity to the physician's directions, and that the food is well and properly cooked and issued in due season.

He will cause the wards, arch and kitchen, to be frequently ventilated, all the rooms to be kept clean, the clothing often aired, and also washed when necessary, and will also require the rules and regulations of the prison to be strictly observed by all the inmates of the hospital.

He will have the hospital open for admission, at all times, while the convicts are at labor, and will be constantly in attendance, except when relieved or permitted to be out for exercise and air, or to perform other duties that may occasionally be required of him.

He will close the hospital at meal times, and at night, and make his report of the number of convicts confined in the hospital to the deputy warden in season to prevent detention on his account.

He will carefully examine the wards in the morning, on first opening the hospital; and will be very particular

to inspect the gratings of the windows and the outside doors and fastenings at night, and report their condition to the deputy warden.

About twenty or thirty minutes before the physician usually visits in the morning, the officer will send the nurse, or some other trusty convict, to the different departments of labor and to the kitchen to transcribe to the hospital book, from the department hospital books, the names of the convicts who may have applied to be examined by the physician. On the arrival of the physician, a convict will be sent from the hospital to notify the overseers, who will immediately hand the hospital book to one of the applicants and order the whole to proceed to the hospital.

After being examined, all convicts, not required to remain, will, on command of the officer, return to their places of labor without delay.

As early as possible, after the departure of the physician, the officer of the hospital, will enter upon the book of each department, and opposite the name of each applicant, the directions of the physician respecting his case, and cause the books to be immediately returned to the overseers; and also the hospital and ration book to be placed on the window seat in the warden's room.

The hospital buckets shall be emptied and well cleansed, morning, noon and night of every working day; and on Sunday, two or three times, and also as much oftener, on working days and Sundays, as the officer of the hospital may deem necessary and expedient.

Patients, under the care of the physician, must rigidly obey all his instructions relating to medicine, diet and exercise, and must confine themselves to the place or room assigned them, except when allowed to exercise in the arch or yard or when necessity requires them to visit the private ward.

Whenever the officer is out of the hospital, the doors of all the wards, except such as are to be left open by the physician's order, and also the door of the kitchen, must be kept locked; and, except in cases of necessity, the kitchen door must always be locked before the officer in charge of the hospital at night shall retire to his room.

One officer, at least, shall be locked in and have charge of the hospital during the night and will be held accountable for the order and security of the convicts therein.

Convicts, in the hospital, are not allowed to stand within six feet of the east or west windows in the arch, for the purpose of looking out, nor within three feet of any grated window, in the night time.

Patients sent into the yard for exercise, by order of the physician, shall proceed to the southwest side of the brush shop, by the passage between the west wing of the old prison and the stone shed, and shall remain in sight of the officer, on post No. 5, until they return to the hospital.

KITCHEN.

Turnkey D will have charge of the kitchen, solitary prison, barber's shop and chapel. He will be very particular in receiving the rations from the contractors to see that, both in quality and quantity, they are furnished agreeably to the terms of the contract.

He will be careful to observe the conduct of the cooks, baker and washmen, that they perform their various duties faithfully; that the food is well cooked and equally divided into rations and that the clothing is properly washed, dried and distributed.

The overseer will have the shirts, socks and flannels, marked with the name of the convict, for whom they are intended, before they are distributed.

Convicts, who take their food from the kitchen, must not be allowed to select particular dishes, nor can they be suffered to prepare their food, in any respect, different from that delivered from the porch table, unless by permission of the warden.

Watchmen 2 and 7, when not on wall duty, will be stationed in the kitchen to assist the overseer and to take charge during his absence.

Convicts must not be allowed to leave the kitchen and pass into the solitary prison, the yard, or any other place, without leave of the officer.

The officer in charge of the kitchen will cause the officers, in charge of departments, to be notified in season, to have the convicts under their care, who belong to the singing choir, to assemble in the chapel one hour before bell ringing on Saturday afternoons, for the purpose of practise in sacred musick. He will see that the convicts are under the care of an officer while engaged in that exercise or duty.

SOLITARY PRISON.

Turnkey D will have the cells, galleries, stairs and hall, carefully swept, at least once every day, in the morning.

He will examine each cell every day, Sundays excepted, to ascertain if any improper articles have been introduced, or any thing taken out, contrary to orders, and also whether any improprieties have been committed on the walls, fastenings or the articles contained in the cells.

He will cause all extra food on hand, to be distributed among those convicts who require more than the regular ration, and will distribute the ration of molasses every Friday afternoon, the salt and vinegar every Monday and the ration of pepper once in three weeks.

He will see to the ventilation of the prison and to its cleanliness and require the waiters to whitewash each cell as soon as vacated, and also each division of cells, the stairs and hall, as frequently as circumstances render it convenient and necessary.

He will also cause the waiters to fill the water cans, as often as may be necessary, to cleanse and replenish the lamps daily, and have the garments, which have been washed and dried, distributed on Saturday afternoon of every week. Clean shirts shall also be distributed to every occupied cell, each Saturday, and when flannel shirts or drawers are worn, they shall be changed as often as once in two weeks and oftener if necessity requires.

He will always be present, or see that an officer is present, when any other convicts than the prison tenders enter the solitary prison.—No convict, except the two wait-

ers, should be allowed to go into the solitary prison, during the absence of the officer, if possible.

Officers in charge of the kitchen or solitary prison, must, as far as possible, prevent all communication among convicts.—D will have charge of division No. 2 and occasionally of 1 and 2 united.—He will not march his division from the stone shed, where they will form, until the 7th division has passed out :—and on the return of his division, he will see that the convicts, composing it, are at work, before he leaves the shed.

Convicts will leave all articles to be washed, on the floors of their cells, on Monday morning, to be collected by the washmen, under the direction of the turnkey.

Turnkey D will have charge of the bedding and bed clothing, which he will be careful to see is kept in a clean and proper condition, causing all clothing or bedding to be mended, when necessary, and returning to the tailoring department, to be mended, after being washed, all old prison clothing, left off by discharged convicts, or for other reasons, which clothing must be issued out again if fit for use or wear ; and all such as may be unfit, must be used up for mending other garments, or sold for old rags and the proceeds accounted for to the warden.

When new beds or bedding are wanted, D will make a requisition on the clerk for the same, after consulting the warden.

FIRE DEPARTMENT.

In order to be prepared to extinguish fires which may take place within the prison, the following arrangements are made :—Watchmen 5 and 10 will take charge of the engine, and see that it is kept in good order and in a condition for immediate use. They will occasionally exercise the men, composing the wharf and yard teams, at the engine, to render them expert in working it.

Should a fire break out in the day time, 5 or 10, whichever shall be in charge of the wharf team, shall muster the enginemen, as above described, together with any additional number of convicts that may be necessary to form a full complement for working the engine, and proceed with the engine to the fire, taking a position most favourable for extinguishing the same; 3 or 8 will take post on the wall at, or near, the northeast corner and also support posts 1 or 2 if necessary; 4 or 9 will remain in guard room and have arms ready. All the extra officers, on the walls, should be well armed. 1 or 6 will remain at front entrance gate, and exercise as much prudence and caution as possible in admitting strangers; 2 or 7 will remain in charge of cookery and porch.

If the warden shall be present, he will give orders, and the deputy will attend to their execution. If the warden shall be absent, the deputy will give orders, and the superintendent of the stone department will have them executed. The superintendent will await the orders of the warden, if he should be present.

On the first appearance of fire, the signal for all the officers to repair to the prison shall be hoisted by 4 or 9. All convicts employed about the front yard, in the houses, or on the wharf, shall be passed into the back yard, and the lock gates and door leading from the guard room to the back yard shall be secured by locks.

Overseers G and I will form their divisions, 7 and 8, march in quick time to their lines of buckets, take them up, without covers, and proceed to the canal, the 8th division nearest to it, and form a line thence towards the engine and pass water to it.

F, with the 5th division, will endeavor to disengage from the fire as many combustible and valuable materials as possible, and will order some of the most active of the convicts in his division to pass water with his shop buckets from the cistern on to the fire.

H, with the 6th division, will march to the buckets, take them without covers, and pass water from the west pump to the fire, or the engine, whichever will be most serviceable.

E, with the 4th division, will take buckets, proceed to the centre, or the stone shed pump, and pass water to the fire, or to the engine, if it shall not be well supplied by the divisions ordered to that duty.

The first, second and third divisions will be formed by their respective officers, marched to their line of buckets, and await orders.

Should it be found impracticable to extinguish the fire with the force at command within the prison, the guard room bell will be rung—the divisions will be formed and marched in quick time to the parade ground, where they will take up covers, proceed to their cells and be confined; two or three cooks will remain in the kitchen, if necessary, and will be under charge of 2 or 7. Overseer D will remain in charge of the solitary prison; 3 or 8 will be stationed at the outside porch door and 4 or 9 at the outside hospital door; they will be well armed and prevent all persons, not attached to the prison, from approaching within 10 feet of their posts, unless the fire should be in that vicinity.

The convicts having been locked up, the alarm bell shall then be rung, and the watchmen will leave the walls, except from posts 1 and 5, and the front entrance gate, and repair immediately to the guard room and await orders.

The large gates, leading to the prison yard and shops, are not to be opened, nor are strangers to be admitted to the front yard until orders are given therefor by the commanding officer.

Should a fire happen in the night, all officers are to repair immediately to the prison, and await the orders of the commanding officer, who will order the alarm bell to be rung if deemed necessary. Nor shall the large gates be opened or strangers admitted without his orders.

Should a fire break out on Sunday, or any other day when the convicts are not at labor, the officers will repair to the prison, and the commanding officer will exercise his discretion with respect to ringing the alarm bell, letting out convicts to assist or the admittance of strangers for that purpose.

If, at any time, a greater number of officers should be attached to the prison than is mentioned in this arrange-

ment for a fire department, such officers, or substitutes, if any be permitted, shall, in case of fire or insurrection, repair to the guard room and thence proceed to strengthen those posts or stations on the walls that are in most exposed condition from the assaults of the convicts.

INSURRECTIONS, ASSAULT UPON OFFICERS OR ATTEMPT TO ESCAPE, &c.

As such events have occurred under the former discipline of the prison, it may be expedient to provide for the recurrence of them, so far as to adopt measures for the safety of those convicts, who may be disposed to continue orderly ; as well as for the direction of the officers, that they may always be prepared for such contingencies.

In case of riot or commotion, the guard room bell will be rung for divisions to form.

The officers will order their men to fall into the ranks : such as obey, they will march to the parade ground, cause to take up buckets and proceed to the cells and to be locked in. Each convict will bolt his door as he enters. The officer will secure the horizontal bar, and then pass down the gallery and ascertain the number of men he has locked up and report the same to the deputy or warden, the first suitable opportunity. In the mean time the walls will be double manned by the watchmen, and the signal for officers to repair to the prison, if any shall be absent, must be made.

The clerk will remain in the warden's room, in charge of the same.

Watchmen 4 or 9 will assist the officer, in the guard room, and have the arms in readiness. The officer of the guard room will lock the inside door, leading to the back or prison yard, and keep the other door secured with the bolt, but be ready to admit the officers into the lock between the two doors at any moment.

The officer in charge of the kitchen will have the fire under the steam boiler extinguished, order the cooks,

washers and others to join their divisions, as they pass through the porch into the prison, lock the porch gates and retire to the guard room, with the other officers, who may be in the yard, and await orders. Before leaving the porch, the inner door may be locked inside and the key passed out by the confidential prison waiter.

When any of the rioters shall wish to submit and avoid being injured, they will signify it by laying aside every kind of weapon, quitting their associates, and walking, with their heads uncovered and in a stooping posture, to the parade ground, where they will cover and sit upon their buckets, so as to expose themselves as little as possible to injury, from the assault that will be made on those who shall persist in riotous conduct.

Should a convict be seen to raise a deadly weapon upon, or to pursue, or throw stones or other missiles at an officer or other person, employed within the precincts of this prison, with the obvious design to strike or wound such officer or other person, or should a convict attempt to scale the walls, or in any other way to effect his escape, or to set fire, or attempt to set fire, to any building, thing or place, or be out of his cell in the night time, it will be the duty of any officer of the prison to fire on and wound or kill such convict, if the danger be imminent, first, however, commanding the convict to return or desist, as the case may be, if practicable.

UNLOCKING IN THE MORNING AND COMMENCING LABOR.

The officer on the morning watch, in the guard room, will ring the first bell for calling the attention of the officers, at the hour named by the deputy warden and posted on the bulletin board.

At the time of ringing the first bell the officer on the morning watch, in the solitary prison, will also ring the small bell and the prisoners will be required to turn out, trice up their cots, and prepare for marching out.

After bell ringing, and before roll call, the captain of the night guard will proceed to the back yard, and pass round it near the wall, to ascertain if any prohibited articles have been thrown into the yard. He will also examine the canal, the west and south gates, and report to the deputy the result of his observations.

In twenty minutes from the time of ringing the first bell the deputy will call the roll of officers. All things being ready, and it being light enough, the second bell will be rung. The watchmen will hasten to their posts, and, on all occasions of unlocking convicts, the first who arrives at the alarm bell on the north end of the solitary prison will sound it, to signify that the walls are manned, and will remain at post No. 2 until watchman 2 or 7 shall arrive, and then proceed to his own post.

The turnkeys will proceed to the solitary prison, and unlock, but not unbolt, the doors of their divisions.

Watchman 2 or 7 will take charge of the kitchen, but will remain in the porch and keep the kitchen doors bolted, until the signal bell shall give notice that the wall is manned; he will also inspect dishes and tables while the divisions are passing out. Watchman 5 or 10 will examine the locks on the prison gates outside, also the fastenings. He will carefully look about the wharf and around the store and barn, for prohibited articles, and report to the officer of the guard room. Watchman 3 or 8 will remain disposable in guard room, and 1 or 6 at the gate keeper's office, in the front yard.

The wall officers being at their posts—the turnkeys will let out their leading files, who should always be trustworthy men, and send them down the galleries to unbolt doors, keeping an eye on them until they return to and enter their cells. The doors are not to be opened farther than to clear the bolt from the catch, until ordered.

The officer, whose turn it may be to march first, will order his division to "*open doors*," upon which each convict in the division will throw his door gently open, and back to the wall. The officer will then order "*step out*," "*right or left face*," "*close to the front*," and "*forward*."

The other officers will proceed in the same manner, as soon as the last file of the division that may precede them

has left the gallery or passed the one in which his division is located, observing the conduct of the convicts, at the same time, who may be marching down the stairs, and placing their keys on the board assigned for that purpose, as they arrive at it. The convicts should be required to carry their night buckets in the left hand and their dishes, with the coffee pot placed upright in the dish, the cover off and hanging by the side of the pot, in the right hand, open to the view of the inspecting officer.

The turnkeys and overseers will march their divisions through the porch, keeping such relative position as will enable them to observe their divisions from front to rear, and seeing that they deposit their dishes and pots on the tables arranged in the porch.

They will proceed to the vault, require the men to empty their buckets and will march thence to the parade ground, order their divisions to "*face to the front,*" "*uncover and set down buckets,*" "*right or left face,*" and march them in good order, and with the lock step, to their shops or sheds. They will retain the convicts who may belong to other departments, until the officers of those departments shall have reached them, and thus prevent convicts from being at large in shops without an officer to observe them.

The overseers should require their men to proceed to work immediately on their arrival in the place of labor.—

Convicts should never be permitted to loiter around the stoves or doors, or to remain idle in the workshop.

Two watchmen will enter the solitary prison with the turnkeys and will proceed to the inspecting galleries to observe the divisions as they march out. After which, one of them will collect the keys and deliver them to the officer of the guard room.

The officers, who have been on duty during the night in the solitary prison, will repair to their posts on being relieved by the arrival of the turnkeys. The officer on the last watch, however, will remain to guard the outside porch gate, and prevent any convicts from passing out until the signal bell has been rung from the wall.

BREAKFAST AND MORNING CHAPEL SERVICE.

Breakfast will be served at the hour of half past 6, A. M. to 7 o'clock and 45 minutes, according to the length of the days.

The officer of the cookery will notify the officer of the guard room as soon as the food is ready for distribution, and, if the appointed hour has arrived, the officer of the guard room will ring for breakfast, upon which the divisions will be formed immediately and march, in good order, and with the lock step, to the porch of the solitary prison. Each convict, as he passes the tables containing the food, will take the first dish or pot he puts his hand upon.

The divisions will proceed to the galleries, the officer in advance as they ascend the steps. He will closely observe the convicts as they pass him and until they enter their cells. Having set down their dishes, each convict will stand a little within the door, facing toward the gallery. The officer seeing that each convict has entered his cell, will order, "*close doors.*" The convicts will immediately swing their doors so as to close them within about 9 inches. the officer will then proceed down the gallery, and each convict, as the officer arrives to his front, will shut his door and immediately thrust out all his fingers or hand through the grating of the door and remain in that position until the officer has counted him on his return.

On the closing of the last door in the division, the convict occupying the first cell, whose door will not have been closed, will step out and move the horizontal bar, so as to secure all the doors in the division, which have been closed, and will again return to his own cell.—On the return of the officer, he will secure the door of the first convict and the horizontal bar, and will immediately proceed to the deputy warden, or the officer who may be acting as his substitute, and report the exact number of convicts he has locked up.

The presiding officer, having received returns from all the divisions, and also from the hospital and kitchen, and finding all to be right, will order the bell to be rung for calling the wall officers from duty.

From 20 to 25 minutes will be allowed from the time of ringing to call the officers from their posts to ringing for unlocking divisions and marching into the chapel.

Watchmen 2 or 7 will march in all the cooks and washers, whose services, during breakfast or dinner, can be dispensed with in the kitchen, as soon as the divisions have all passed in.

An officer will be designated to march in and lock up the first division when its numbers are inconvenient to be attached to the second division.

Watchmen 2 or 7 will remain in charge of the solitary prison at meals and also at night until relieved by the regular watch.

Watchmen 3 or 8 will inspect tables at meals and at night. They will take their station at the east end of the tables, and see that the convicts take their proper rations and in good order.

As soon as the cooks have marched in, if it be to breakfast or dinner, they will fasten the kitchen doors and windows, that enter into the porch, then close the inside and outside porch doors and remain in the porch until the officers have passed out. He will then lock the inside porch or prison doors and remain in the porch to observe the conduct of the cooks who may have been left in the kitchen and also the barbers.

If there shall be no officer stationed at the door outside of the porch, the outside porch door should be locked on the inside.

The officers at the porch gates, during meals, shall always be armed with sword and pistol.

Watchman 1 or 6 will remain at the gate keeper's office in the front yard during meals.

In unlocking, after breakfast, the order of proceedings will be the same as is described in unlocking and commencing labor in the morning, excepting such variations as are hereinafter described.

The convicts will be marched into the chapel. The officer in charge of the leading division will precede his division, as it enters the chapel, and will seat himself in front, unless relieved by the officers in charge of the 8th and 7th divisions, who shall always precede their divisions

as they march in and take seats in front. The other officers may sit in front or rear as may suit their convenience. One officer, however, must always be seated in the rear of the convicts, so as to observe the conduct of those in that part of the chapel. He should be careful to have the chapel door, next to the officers' seat, closed during service time.

In leaving the chapel, the divisions will march in the following order: the 8th, 7th and 5th divisions will pass out of the door next to the pulpit, and the other divisions out of the other door leading to the yard.

On the days for filling water cans, the convicts will bring them down and arrange them in the place assigned for each division, near the water tank, and then proceed to the chapel.

5 or 10 will inspect the dishes and porch tables, and remain to superintend the kitchen until relieved, which must always be done as soon as possible by 2 or 7.

While the convicts are in the chapel those officers who have been on duty in the prison, at the porch gates, and at the gate keeper's office in the front yard, will get their breakfast; immediately after which they should repair to their various stations and duties.

DINNER.

Dinner will be served at 30 minutes past 12, P. M. In marching in or out at dinner, the proceedings are precisely the same as at breakfast, excepting, there are no religious services performed, and if it be the day for filling water cans, the divisions will proceed around the east end of the solitary cells and take up their cans in succession.

All the watchmen, who are to be on duty at dinner time, will get their dinner half an hour previous to bell ringing for the divisions to march into the solitary prison. The watchmen, who perform duty during breakfast, will also perform the same duties at noon.

25 minutes will be allowed from the time of ringing, to call the officers from their posts, to ringing out to labor, in winter; and 30 to 35 minutes, in summer.

LEAVING OFF LABOR AT NIGHT AND LOCKING UP.

From the 20th of September to the 20th of March, the bell will be rung at sunset for leaving off labor ; and from 6 to half past 6 the rest of the year, unless otherwise especially ordered by the warden.

On the ringing of the bell, the convicts will wash themselves, and the divisions will be formed in line ; the convicts will be searched and the divisions will then be marched into the chapel, to attend religious services. The 8th, 7th and 5th divisions will enter by the door next the old prison, the other divisions by the door next to the barber's shop.

From the chapel, the divisions will march on to the line of night buckets, the 8th division in advance. On their arrival, the officer will order "*division, front face,*" "*cover buckets,*" "*take up buckets,*" "*left face,*" "*march.*" In passing through the porch, the food and drink for supper will be taken from the tables, divisions will endeavor to keep up the regular step. Officers will take the division keys from the board as they pass, and order those convicts who are to be left out, to remain opposite the foot of the stairs. The officer will precede the division so as to count the men as they pass him at the head of the gallery, and have an observation upon them until they enter their cells.

As soon as the divisions and the cooks have been marched in, the watchman who has been inspecting tables will lock the inside porch door and then proceed to lock the chapel doors, after which he will return to the porch and remain near the inside door and not suffer any one to pass out except by order of the warden or deputy. If the chaplain should be in with visitors, however, he may be allowed to pass out when he applies for that purpose ; but the officer should take especial care that no convict escapes through the doorway unobserved.

The turnkeys, having carefully locked each door and secured the horizontal bar, will hang their keys on the board and then report the number of convicts locked up, and also such of the convicts belonging to their divisions as may have been left out for examination at the foot of

the stairs, to the deputy warden or the presiding officer in the case.

Reports having been received from the hospital and all the divisions, if all be right, the order will be given to ring the bell. Upon hearing the bell, the officers on the wall, and at the front entrance gate, will leave their posts, and proceed to the guard room.

The cases of the convicts left out for examination having been disposed of, the warden, deputy and other officers will leave the solitary prison in charge of the night watch and proceed to the guard room. The officer, stationed in the porch, will secure the porch doors, and be assisted, in that duty, by watchman 2 or 7. The turnkeys and watchmen will wait in the guard room to hear the report of the officer whose duty it may be to make the second examination of shops and fires. If he reports "*all well*," those officers, who are not detailed for night guard duty, may retire to their places of residence.

The officer, in charge of the cooks, will search them before marching them in to be locked up. The proceeding of locking up is the same, at night, as is practised at breakfast and dinner, except that the doors will be fully locked.

PRISON GUARD, AND NIGHT DUTY.

The prison night guard will be composed of three turnkeys and three watchmen. Two turnkeys will perform watch duty in the guard room and two watchmen in the solitary prison.

One of the officers composing the prison guard will be stationed in the hospital during the night, and one will sleep in the warden's room.

The captain of the night guard must always be of the rank of turnkey. He will take the first watch, which will terminate at 12 o'clock at night, and will sleep in the guard room during the second watch, which will close at roll call in the morning.

As soon as the convicts are confined for the night, and the officers have returned to the guard room, the captain

of the guard will take the keys of the front gates, and ascertain if all the officers composing the night guard are within. If it shall appear that any one or more of the guard are absent, without a substitute, he shall be required to detain as many of the officers, present, as will be necessary to complete the number required on the guard ; and, as soon as convenient, report the names of the delinquent officers to the deputy or to the warden. In the mean time the supernumerary turnkey will proceed to inspect, carefully, each shop and shed, and every place, wherever there shall have been fires, during the day, and ascertain if they have been extinguished or left in a safe condition. He will then let the dogs into the yard, and return to the guard room, and report, to the captain of the guard, the result of his examination.

The officers of the prison guard will be allowed thirty to forty minutes for supper, and they will go in the following order : First, the last watch in the guard room and solitary prison : Second, the captain of the guard and the first watch in the solitary prison : Third, the hospital watch ; and fourth, the officer whose duty it is to sleep in the warden's room.

The second watch in the guard room will have charge of the same during the absence of the captain to supper. If a watchman is to be the second watch as a substitute for a turnkey ; he can only be permitted to have charge by the express consent of the warden or deputy.

If there be officers present who are willing to assume the duty of any of the officers of the night guard, while absent at supper, such officers of the night guard may go out of course, but in no case shall the prison or guard room be left in charge of a watchman, without especial consent of the warden or deputy, in which case, one of those officers will remain in.

On the return of the first watch in the solitary prison, from supper, the supernumerary watchman of the night guard will proceed with him to the prison, enter the porch, lock the outside porch door on the inside, unfasten the inside porch door and pass the watch into the prison ; after fastening the inside porch door, and securing the extra bar, he will secure the outside porch door, examining,

from the door or windows, the fires in the barber's shop and kitchen, before going out, and the fire in the chapel, after passing out, and return to the guard room and deposit the keys in the place assigned for them.

At 8 o'clock, the watch in the solitary prison will ring the hand bell, upon which the convicts will let down their cots, undress and retire to bed. After bell ringing, and until the bell for turning out in the morning, no convict can be permitted to come within eighteen inches of his door. The extra lights will now be extinguished, and the watch, with the dark lantern, will proceed to examine the fastenings of the doors and see that the convicts are all in bed.

From the first of November to the twentieth of March, the supernumerary turnkey shall, in addition to his first examination, visit the shops and sheds between the hours of 7 and 8 o'clock, P. M. and the officer, whose duty it is to sleep in the warden's room, shall also visit the shops and sheds between the hours of 9 and 10 o'clock, P. M. for the purpose of inspecting fires in the manner hereinbefore described; during the remainder of the year, the officer last mentioned will visit as is required above, but the visit between the hours of 7 and 8 may be discontinued, unless the captain of the guard or the deputy warden should, by express orders, require it to be performed. If, at any time, it should be thought expedient to pass in the hospital watch for the night, before 7, P. M. the officer who is required to visit the shops between 9 and 10, P. M. will also visit them between the hours of 7 and 8, P. M. during the season when this visitation is required.

Between the hours of 6 and half past 7 o'clock, P. M. from the first of November to the first of April, and between the hours of 7 and half past 8, P. M. the remainder of the year, the hospital watch for the night will be passed into the hospital by the door leading from the house, unless by express order he shall be passed in through the entrance from the yard. The captain of the night guard will order a sufficient guard, who shall be well armed, to accompany the hospital watch, in order that the doors may be opened with safety.

At 10 o'clock, P. M. the captain of the night guard will proceed to the outer front yard with a lantern, if it be not full moonlight, and after examining the yard and finding all right, will lock the outside and inside gates for the night and return to the guard room. The gates shall not be opened again until within half an hour of first bell ringing in the morning, without permission of the warden or deputy; unless it be to admit such of the officers as have received permission, from the warden or deputy, to remain out to a later hour.

If the outside gate bell is rung after half past 10, P. M. and there be no officer in the guard room but the captain of the watch, he shall secure, on the inside, the front door of the guard room and pass out of the other front door, lock it, and proceed to admit the officers who may be in waiting at the outer entrance gate. If the outside gate bell rings after 11 o'clock, P. M. and it is known that all the officers and other persons, who reside in the prison, are within the precincts of the establishment, then the watch shall hail from one of the front windows, and before opening the gates shall awake the officer sleeping in the warden's room and then notify the deputy warden and await his order. If the deputy shall order an officer to proceed to the front gate, he should be well armed and be cautious against surprise, and not open either gate unless it can be done with safety to the institution. Before leaving the guard room he should agree with the deputy, or the officer who may be left in charge, during his absence, if the deputy shall not think it necessary to proceed to the guard room himself, upon a watch word, which, before opening the front door, for the readmission of the officer, shall be given to the officer within, who, if he is satisfied from the sound of the voice and that but one other person is at the door, will unfasten the same, and give them admittance. If, however, there should be three persons at the door, the deputy should, before admitting them, ascertain their names and the object of their visit. If the number of persons at the gate should exceed three, the gate should not be opened until a sufficient number of officers are ordered into the guard room to render the institution safe from any attempt to gain admittance by

stratagem or surprise. The officers of the night guard cannot be too careful in the performance of so important a duty.

The front and end windows, of the guard and warden's room, should be secured down, during the night.

At 12 o'clock, the captain of the guard will awake the officer of the second watch, by ringing the small bell leading to the officers' quarters in the chambers.

On the second watch reaching the guard room, the captain of the guard will proceed, well armed, to the east window in the hospital arch, and communicate with the hospital watch ; in the mean time the door through which the captain of the guard passed into the front yard, will be closed and fastened. On return of the captain of the guard, he will, before being admitted, give the pass word, or countersign, which may have been agreed upon before going out, to the officer of the second watch, and will then be admitted ; and, if all is right, will retire to rest in the guard room.

The officer, on watch in the hospital, must prevent all disturbances, and also any attempts to escape ; and will ring the bell, leading from the dispensary to the entry of the warden's room, if he wishes to communicate with the officer of the guard room, or to obtain any assistance.

At the hour, designated by the warden, for letting out the early cooks, the officer on watch will ring the bell which leads from the guard room to the solitary prison ; and having an answer, and having also ascertained that all the doors and windows, opening on the front and solitary yards, are securely fastened, will arm himself with a sword and pistol, call the dogs to the back window and then pass into the back yard, fasten the outside door leading from the back yard to the guard room and proceed to the solitary prison.

On entering the porch, the officer will fasten door, No. 1, on the inside and call the prison watch to door No. 2, by ringing the door bell ; finding all right, he will hand the keys for unlocking early cooks to the officer of the watch, unlock door, No. 2, pass out of the porch and lock door, No. 1, and remain until the cooks have proceeded to the kitchen. The doors and windows of the kitchen

being secured by the watch in solitary prison, he will hand the keys, through the aperture in door, No. 1, to the guard room watch, who will, immediately, on receiving them, return to his duty in the guard room.

Precisely at the time assigned on the bulletin board, by the deputy warden, the guard room watch will ring the back yard bell, and also the small bell leading to the sleeping rooms of the officers. The watch in the solitary prison will, at the same time, ring the small hand bell for calling up the convicts.

The guard room watch will, immediately after ringing the first bell, unlock the outside front entrance gate, if it may not have been unlocked earlier for the purpose of admitting any of the officers who reside out of the prison; and will continue on duty in the guard room, and at the front gate, until the second bell is rung for unlocking convicts. The watch in the solitary prison will also continue on his duty until the arrival of the officers for unlocking divisions.

The captain of the night guard will be held responsible for the security of the prison, and that good order is maintained during the night. He will report to the deputy warden, in the morning, the names of those officers who may have been admitted after the hour for closing the outside gates, and also any uncommon occurrence, or any violations of the laws, or rules and regulations of the prison, that may have taken place during the night.

The officers on watch must be constantly vigilant and attentive while on duty. They must also be very cautious, and not suffer themselves to be taken by surprise by persons from without or within the prison.

The watch, in the guard room, will frequently look from the windows into the front and back yards and towards the hospital. After the hour of half past 10, P. M. he should never leave the guard room to pass into the front or back yard without being well armed. He must use his discretion as to the expediency or necessity of awaking the officer in the warden's room, before leaving the guard room. If an officer is left in charge of the guard room, during the absence of the watch, a countersign or watch word should be agreed upon between the officers, which

must be given by the officer on his return, before being readmitted.

If circumstances render it necessary, the watch will ring the bell for alarming the officers in the chambers, and give immediate notice to the warden and deputy ; and if danger be very pressing, and the occasion demand it, he will ring the great bell for calling in the officers who reside without the prison ; but in no case should this bell be rung without the order of the warden or deputy, if either of those officers can be consulted, excepting in case of a fire being discovered in a building outside the prison wall but in its immediate vicinity, providing the town bells have not previously sounded the alarm.

The watch will give attention to all the signal bells, whether from the solitary prison, hospital or the warden's quarters ; but they must not unlock the solitary prison, nor the hospital, during the night, without leave of the warden or deputy.

The officers on watch in the solitary prison must be constantly on the alert in discharge of duty. They must never suffer the doors to be opened without knowing who is in the porch, and then only to admit an officer of the institution. They will occasionally look towards the hospital, from the windows in that direction and will be careful to observe the conduct of the early cooks, after they have been passed into the kitchen, and give immediate notice to the guard room, by the usual signals, if occasion should render it necessary to call the attention or to receive assistance from the officers on duty there.

They shall report every instance of improper conduct or noise in the cells, that may be noticed by them, and shall note on the watch book, at the close of the watch, "First watch closed, all well," or report if not so, or "Second watch," &c. as the case may be, signing their initials.

The first watch will be from locking up to midnight ; and during that period, or between the hours of half past 10 and 12, the officer shall examine with his dark lantern the cells in divisions 5, 6, 7 and 8, and the officer on the second watch, between the hours of 12 and 1, shall examine, in like manner, the cells in divisions 1, 2, 3 and 4.

The officers, however, may vary the order of examination, occasionally, by an arrangement for that purpose, after commencing their tour of duty for the night.

The watch will ring the signal bells as indicated by private instructions.

Porch door, No. 2, must be kept locked on the inside, during the night, and until the hour of passing out the early cooks, and the key deposited in the watch chamber. The ladder of the watch chamber must be hauled up, and the door secured on the inside, after the watch has ascended to the chamber.

A sword and pistol, with a cartridge box, containing not less than six ball cartridges, shall be kept in the watch chamber during the night; and the officer on watch shall also be armed with a sword and pistol.

SUNDAY DUTY.

The Sunday duty will be distinct from all other duty. The prison guard, on that day, will consist of three turnkeys and three watchmen; and of one additional watchman to unlock those convicts who may be allowed to attend "Sabbath School," and to perform any other duty that may be required of him until the convicts are locked up for the day, after chapel service.

The officers will be divided into three divisions, and each division will perform duty every third Sunday. The officers, composing the prison guard on Sundays, will change their stations each succeeding tour of duty, and by so doing will be brought upon the same duty and station every tenth Sunday.

A turnkey and overseer shall be officer of the day, and have charge of the prison guard and of the guard room. He will be held responsible for the maintenance of good order, and for the safety and security of the whole establishment, except when the warden or deputy assumes the control of any particular duty, when he will, so far, be relieved from responsibility.

He will endeavor to promote a due regard for the rules and regulations of the prison, and also a strict observance

of that decorum and propriety of conduct which is due to the sacred character of the day. He will not allow improper visits to the prison ; will be careful to look after the waiters and other convicts who may be employed in necessary duties, out of the prison or kitchen, and will require one or more of the officers of the guard to take particular charge of such convicts, if, in his opinion, the occasion requires it.

He will ring the yard bell for unlocking and marching out the divisions, after roll call in the morning, and at such other times as may be required. While the divisions are out in the morning, he will designate the names of the officers who are to compose the Sunday night guard, by regulating the roll board for that purpose.

The officers regularly on Sunday duty, and also any other officers who may be ordered on duty, are required to obey the orders of the officer of the day, and also the officer who may perform that duty during the temporary absence of the regular officer, promptly and without hesitation.

A turnkey will have charge of the hospital during the absence of the " officer of the hospital," and will remain in the hospital much of the time during the day, especially if there be many patients in that department. If the " officer of the hospital" be absent the turnkey will personally report to the deputy warden, the number in the hospital, the house waiters, and any convicts who may be confined in the old prison. He will also examine the doors and gratings, and report the result to the deputy. He will have charge of the guard room and act in the capacity of officer of the day, during the absence of that officer.

The " officer of the hospital" will, when not absent from the prison by permission, attend to preparing and delivering out the medicines that may be prescribed for the convicts, and will relieve the turnkey and overseer of the hospital for the day, at meals, and such other times as may be convenient, during the intervals of public worship or at morning or afternoon.

A turnkey will have charge of the solitary prison during the day. He will be careful to note any misconduct on the part of the convicts, will let out the cooks and barbers,

and will be careful to notice the conduct of those convicts who may be let out to attend the school, while they are in the hall of the prison.

A watchman will be stationed at and have charge of the front entrance gate. He will not admit any person who has formerly been a convict, nor any stranger, except those who have tickets for the Sunday School, or who inquire for the warden, chaplain, or some other officer of the institution ; and in such case, if convenient, the person must be detained at the gate keeper's office until the person inquired after is sent for.

The officer, at the gate, should be very particular to notice the conduct of strangers who pass into the yard, and if the chaplain is not in they should always be directed to the guard room, and never be suffered to loiter or walk around the front yard or to go upon the walls.

A watchman will be stationed at porch gate, No. 1. He will remain near the gate, outside, if the cooks and barbers are out, if there is an officer in the kitchen ; otherwise he will take a station in the porch, until the officer of the kitchen returns. While in the porch, he will have doors 1 and 2, and the doors and windows opening into the porch from the kitchen, secured and fastened, and will keep a close observation upon the cooks and barbers. He will inspect tables when the divisions are marching out and in, and will be careful not to suffer any convict to pass into the yard, when the walls are not guarded, without being under the charge of an officer, or being himself responsible for his safety.

While the scholars are in the chapel he will not suffer porch door, No. 1, to be opened without express order of the warden or deputy.

He will lock the chapel doors after chapel service, and porch door, No. 2, after the divisions and cooks have been marched in, and remain in the porch, until the bell rings ; after which he will lock doors 1 and 2, and proceed to the guard room.

A watchman will be stationed in and have charge of all the convicts in the kitchen. He should not suffer any improper visits to the kitchen, during the continuance of Sunday School or chapel service ; and while the convicts

are out of the solitary prison will prevent any one of them from passing in without permission. He will cause door, No. 2, to be locked during chapel service.

He must not allow any convict to take food out of the usual time and manner, nor suffer any extra cooking or other indulgences. He must not permit conversation among the convicts ; and should require all convicts in the kitchen, whose services can possibly be dispensed with, to attend the usual religious services.

He should be careful to see that the food is equally and properly divided, and be sure to have a sufficient number of dishes, on the tables, to supply all who are ordered from the hospital, or who are in the hospital, but subsist on the regular diet of the prison.

After the divisions have been marched in, he will inspect the cooks and march them in ; and if no officer has been especially required to lock up the first division, he will perform that duty, and report the numbers to the deputy.

Sunday duty will commence at half past 5 o'clock, A. M. from the 20th of April to the 20th of August ; and at the hour designated for roll call, on working days, the remainder of the year.

The morning watch, in the guard room, will ring the yard bell twenty minutes before the hour assigned for commencing duty, to call the officers composing the Sunday guard ; any officer, absent at the hour for commencing duty, must be reported to the deputy, without fail.

From the first Sunday in October, to the last Sunday in May, the convicts will be marched out of the solitary prison between the hours of half past 7 and 8 o'clock, A. M. and during the remainder of the year they will be marched out in season to be in the chapel at 8 o'clock, A. M. The divisions will proceed to the vault, empty their buckets, thence to the west pump and cleanse them, and take in about one quart of water and return to their cells, or march into the chapel, as circumstances may require.

During the first period, abovementioned, breakfast will be served out on return of the divisions from the pump ; and during the second period, immediately after divine service.

The yard bell will be rung twenty minutes before the hour assigned for unlocking, the roll will be called on the arrival of the hour and all absent officers will be noted.

All the turnkeys and watchmen will be present at the time of unlocking and marching out divisions. The officer of the day will continue in the discharge of his duty in the guard room, and "*the officer of the hospital*" will attend to his duties in that department; the other eight turnkeys will unlock and march out the divisions. If A and B be present, and neither of them in charge of the guard room, they will have charge of those divisions that have no officer present, B taking the highest and A the lowest number. If only one of those officers shall be present, he will command the lowest numbered division, and a watchman will be assigned to take charge of any vacant divisions.

Posts 1, 2, 4 and 5 shall be manned when the divisions are out of the prison.

Whenever the gate officer is absent, the officer on No. 1 will have charge of the gate until he returns.

The turnkey in charge of the solitary prison, the turnkey of the hospital, and the watchman in the cookery, and at the porch gate, will get breakfast after the convicts are locked up: during their absence, the school officer will have charge of the solitary prison, and a watchman, in regular turn of duty, shall be stationed at the porch gate or in the porch, to overlook the cooks and barbers and have charge of porch doors, 1 and 2, which, together with the cookery doors and windows, he will keep secured and fastened. He shall be well armed with sword and pistol. On return of the officers of the Sunday prison guard, those officers who have relieved them, and also the officer of the day, will get breakfast, except the hospital turnkey, who will take charge of the guard room during the absence of the officer of the day. The hospital turnkey will get his breakfast before the convicts are let out. If any of the officers, composing the prison guard, board within the precincts of the prison, they may get breakfast before unlocking, provided it be convenient, and cause no derangement of the duties to be performed by themselves or others.

SABBATH SCHOOL.

About 10, A. M. the school officer will proceed to let out those convicts who are permitted to attend the Sunday School. They will be arranged in two lines, in the hall, on the west side of the prison, leaving a passage through the whole extent of the lines: after they have all been let out, the convicts will be marched into the chapel, preceded by the school officer, who, on entering the chapel, will take a stand in the warden's seat near the desk, and overlook the convicts in the chapel.

The convicts will take their seats and await, in silence, the commencement of the usual services of the occasion.

The warden or deputy will always be present, and render any assistance in their power to the chaplain, in organizing the school.

At the close of the school services, which will be from 15 to 20 minutes before 12, M. the school officer will march the convicts into the hall of the prison, and arrange them in two lines as before described.

CHAPEL SERVICE.

During the season when the Sabbath School is kept up, the bell will be rung for marching the divisions into the chapel, for public worship, 10 or 15 minutes before 12, M. and the remainder of the year, in season to have the convicts in the chapel at 8, A. M. and at one quarter before 5, P. M. of every Sabbath.

During the season of the Sabbath School, the convicts, who may have attended it, will fall into their places in the divisions as they are marched through the hall of the solitary prison to the chapel.

On return of the divisions from the chapel to their cells, the food prepared will be issued out.

The reports of the officers of divisions and from the officer of the hospital, having been received, and the number of convicts returned by them being found correct, the bell will be rung for calling the officers from their posts. One of the watchmen, inspecting galleries, will return the key

to the officer of the day. The prison guard will resume their duty, except the kitchen and porch gate officers, who, after locking and securing the porch doors, will have their stations in the guard room, and be disposable.

During religious services at noon, the officers of the solitary prison, and the officer stationed at the gate keeper's office, will get dinner; the remainder of the Sunday prison guard will get dinner, after locking up the convicts. 30 minutes will be allowed the officers of the Sunday guard for meals.

The turnkey of the hospital will go into the hospital, after dinner, and remain there most of the afternoon, especially if there be more than six convicts confined in that department. In the morning and at noon he will attend to the feeding of the cattle and the swine; and the porch gate officer will attend to that duty in the afternoon, and to letting out the dogs. The kitchen officer will attend to having the bread drawn from the oven and the sponge set for baking next morning.

The early cooks will be let out, on Sundays, at the same hour designated for that purpose on working days.

Sunday duty will terminate at sunset; and the night guard will then take charge of the prison.

MISCELLANEOUS.

Convicts shall be divided and organized into 3 divisions, consisting, as near as may be, of 38 men each. Each turnkey, in charge of a department, will have command of a division; and until an additional turnkey shall be appointed, a watchman will be designated to the command of the first division, whenever its numbers render it inconvenient to be placed under the orders of the turnkey in charge of the second division.

The law provides for furnishing the convicts with beer, made from hops and molasses, during six months of the warmest season. The warden will designate two trusty convicts to make and distribute the same among the convicts, in such quantities, and at such times, as, in his opinion, shall be necessary and proper.

Once in each month, the convicts shall take out their bed clothing, during a clear day, and shake and air the same. They shall march out after dinner, by divisions, to perform this duty, and return the clothing to the cells, before going to work, unless otherwise especially ordered.

Two convicts will be designated to empty the privy tubs, and cleanse and prepare the night buckets to be taken in by the divisions. The privies and privy tubs, and also the night buckets, should be frequently whitewashed during the warm season, and as often as may be deemed necessary at other seasons of the year; and the utmost attention should be given to preserve cleanliness, in all parts of the establishment, at all times.

During the warm season, those convicts who may wish to bathe, will have an opportunity by falling into line, when the bell is rung, in their department of labor, for that purpose. The bell will also be rung when they are required to leave the water and dress.

Convicts will not be allowed to dispose of their own clothing, or other property, by gift or otherwise, to any one of their own number, without the especial consent of the warden.

To prevent the necessity, as far as possible, of convicts leaving their places of labor, porters or waiters will be appointed to the various departments, who will be known to the officers on posts, by being announced to them.

Waiters will also be appointed to attend upon the warden and the guard room, the solitary prison, and hospital.

Barbers will be appointed to shave the convicts who may be in the hospital and those at labor, also to attend the barber's shop and dress the officers and others who may be permitted to visit the shop for that purpose.

The signal to be used in cases of great emergency, and when all the officers are wanted at the prison, will be two half globes, one of which will be painted red and the other black. They will be hoisted upon the signal staff with the red above the black.

Whenever a signal globe, painted black, shall be hoisted upon the staff it will signify that a convict has escaped, and that whoever will arrest him shall be liberally rewarded.

CONVICTS.

Instructions to be communicated to convicts on being released from solitary confinement, pursuant to sentence, and before being put to labor—in an abbreviated form.

Read the 37th, 38th and 48th sections of the law for the government and discipline of the prison ; also, read the 1st, part of the 2d, and the whole of the 3d sections of article 6 : the 6th, 7th, 9th and 10th sections of article 7, of the inspectors' rules and regulations.

Convicts are to be respectful and obedient to the officers, constantly industrious, and entirely submissive to the rules and regulations of the prison : to obey all orders promptly and without the least hesitation : to obey the last order received, but inform the officer who gives it, if, by obeying, it will prevent the execution of any previous order, and be governed by his decision in the case. When about to speak to an officer, to salute him by raising the hand to the forehead : to exhibit no ill temper when reprov'd or admonished by an officer, nor attempt to have unnecessary conversation or to enter into any collusive proceedings with an officer : to have no conversation with convicts nor write to them, nor speak to any person from without the prison, nor answer any questions from such an one but by permission of the warden : not to look at visitors, nor leave the stand for labor, nor go out of the department or place of labor, without permission of an officer : to take the regular pass or tally board, when permitted to leave the department to go to any other department or place in the yard. That they are not permitted to have any snuff or tobacco ; nor to have pens, pencils, ink or paper, without permission, nor to carry food into the yard or shops, nor to make any alteration, whatever, in their clothing. That they are to be prompt and make no delay in taking their proper place in the division at bell ringing ; at night, however, they may have time to wash. To march the lock step, head a little inclined to the right, eyes towards the front, head and body erect and hands by the side of

the thighs : to march close and keep the regular lock step. In passing the porch tables at meals, to take the first dish the hand is put upon, to keep up the regular step, if possible, until arriving at the foot of the stairs, to be careful not to spill or drop the food while in the solitary prison. On entering the cell, they are to place the food or drink on the box stool, return and stand just within the door : when ordered, they must close the door to within six inches, with the face to the opening ; close the door entirely when the officer arrives in front, thrust the hand through the opening in the bars and keep it in that position until the officer returns ; they must draw the hand in as soon as the officer has passed the door ; thrust out the hand again, in the same manner, if an extra count is ordered. They are to be cleanly in person, clothing and cell ; to use the spit dish when necessary and not spit on or out of the door, nor on the walls or floor. They are not to mark, scratch or in any way mar or disfigure the cell, nor push open the door with the feet : not to injure or misuse any book, dish or other article or thing whatever, allowed in the cell : not to make any change, by bringing in or carrying out any article from the cell, contrary to regulation ; bed and bedding to be kept in good order : not to rap on the doors except in case of sickness or of absolute necessity : to let down the cots and retire to rest, when the small bell is rung for that purpose : not to stand on the cot to dress or undress, nor sleep with the clothes on ; not to come within 18 inches of the door after the small bell rings for letting down cots, except to rap for the officer : no article or thing to be passed from one convict to another, while in the solitary prison, but by permission. At the ringing of the first bell, in the morning, they are to turn out, dress, fasten up the cot and have the bucket, dishes and coffee pot ready for marching out ; at the order, they are to throw the door open, gently, to the wall, step out, and march when ordered. In marching from the cells, the dishes should be held in the right hand, the coffee pot placed on its bottom in one of the small dishes, with the cover off hanging by the outside, the whole so held up as to be clearly and distinctly open to the view of the inspecting officer ; the dishes are to be

placed on the tables, on passing through the porch. In marching into the chapel, each convict is to take the seat assigned him, and while there to give his entire attention to the services and the instructions communicated from the sacred desk : no convict is permitted to talk, laugh or look about the chapel, nor sit with his head leaning on his seat ; nor should any one indulge in the practice of reading during the services, except when his attention is called to the text of the sermon, or some particular portion of scripture, which it may be desirable to impress strongly upon the memory. All disposition to cough should, as far as possible, be suppressed, and no shuffling with the feet, or movement of the body, calculated to disturb the order and quiet of the chapel, be indulged in or practised. In the Sabbath School they are to be attentive to the instructions of the teachers, never to cavil or dispute, and to ask no questions irrelevant to the subject under consideration ; endeavoring to be a learner and not a disputer, and to receive instruction, by whomsoever communicated, with a teachable spirit and with a sincere and hearty desire to be benefitted thereby. They are never to attempt to have conversation with the teachers respecting affairs outside of or within the prison, nor to obtain from them prohibited articles. If two or more convicts are passing about the yard in the same direction, they must walk in single file and never abreast ; nor must any convict be suffered to loiter about the yard without permission : if unwell, and needing the advice of the physician, they are to report to the officer of their department, immediately after marching in, in the morning ; if sent to the hospital, they must proceed directly to that place, tarry not by the way, and await the decision of the physician ; if admitted, they must be careful to conform to the rules and regulations of that department and the physicians directions ; and never attempt to deceive, or in any way impose upon the physician : when ordered to the yard, for exercise and air, they must confine themselves within the limits of that part of the yard designated for that purpose. When wishing to speak to the warden, or to have an interview with the chaplain, the convict is to make known his desire to his officer and it will be attended to.

Unnecessary complaints, or murmuring on account of situation in prison, or about sentences, should not be indulged in. If at any time the food should be insufficient in quantity or should prove not to be sweet, the fact should be made known to their officer, who will report the same to the warden or deputy, or send the person complaining directly to the officer of the kitchen, who will attend to the case. Convicts are to be informed of their duties and what is expected of them in case of fire or of insurrection in the prison ; they are also to understand the character of, and extent to which punishment, for offences while in prison, may be inflicted, and furthermore, that if they attempt to escape, or to break out of a cell or the hospital, in the night time, or to strike an officer with a deadly weapon, they will expose themselves to the hazard of being shot instantly ; also, that they will be liable to be wounded, even if the hand should be discovered outside the cell door in the night time. Convicts are to be earnestly and affectionately persuaded to render entire obedience, at all times, and to make a proper use of the time spent in this institution, by reflecting upon and repenting of past sins, and by preparing, under the moral and religious privileges they will enjoy here, to leave this institution with reformed hearts and to become useful and upright citizens of the communities in which they may reside. They are to be assured that they will be treated with kindness at all times, if they shall deserve it ; but they should be solemnly warned of the inevitable consequences which will result to them if disobedient, or inattentive to duty ; or if guilty of any violation of the rules and regulations of the prison.

The following tables give a brief outline of the stations and duties of the officers. The turnkeys and overseers are designated by letters, and the watchmen by numbers.

TURNKEYS AND OVERSEERS.

Letter	Duties and Stations.	Division.
A	Superintendent of stone department, inspector of shops and fires, disposable.	
B	Officer of the guard room, disposable.	
C	Cabinet factory.	3
D	New prison, cookery, inspector and receiver of rations.	1 & 2
E	Black and white smith's shop.	4
F	Brush, hatters' and coopers' shop.	5
G	Stone shed, No. 2.	7
H	Shoe and tailors' shop.	6
I	Stone shed, No. 1.	8

WATCHMEN.

Number.	Duties and Stations.	Post on wall.
1 & 6	Wall, front entrance gate, admit visitors, inspection galleries.	No. 1
2 " 7	Do. cookery, new prison at meals, and disposable.	" 2
3 " 8	Do. wharf, tables and porch at meals, and disposable.	" 3
4 " 9	Do. inspection galleries, outside porch gate at meals, take charge of keys, and disposable.	" 4
5 " 10	Do. command wharf hands, examine wharf gates and the store, night and morning, and have charge of 1st division.	" 5
11	Officer of the hospital, and disposable.	
12	Guard room, attend visitors, and disposable.	

INDEX

A.		Page.
Agent for transportation of prisoners, ...		46
B.		
Breakfast and morning chapel service, ...		62
C.		
Clerk, ...	24,	34
Contractors, ...		47
Convicts duties, &c. to be explained to them, ...		81
———, received, ...		48
D.		
Deputy warden, ...	24,	32
Description of the prison, ...		3
Details of police duties and discipline, ...		31
Discharge of convicts, ...		49
Dinner, ...		64
F.		
Fire department, ...		55
Financial view of profit and loss, the results of business operations during the years specified, ...		8
H.		
Hospital, ...		51
I.		
Inspectors' rules and regulations, ...		23
Insurrection, assault upon officers or attempt to escape, ...		58
K.		
Kitchen or cookery, ...		53
L.		
Leaving off labor at night and locking up, ...		65
Law of the Commonwealth relating to the prison, ...		9
M.		
Miscellaneous items, ...		79
Morning, unlocking, &c.		59

O.

	Page.
Officers of the prison, ...	7
——— of the guard room, ...	36
——— generally, duties, ...	43
———, stations, &c. table of, ...	85

P.

Prison guard and night duty, ...	66
———, description of, ...	3
———, solitary, care of, &c.	54
Punishment, ...	50

R.

Receiving convicts, ...	48
-------------------------------	----

S.

Superintendent of the stone department, ...	25, 35
Solitary prison, care of, &c.	54
Sunday duty, ...	73
Sabbath School, ...	78
Statisticks, shewing the number of convicts confined, discharged, &c.	8

T.

Turnkeys and overseers, ...	38
Table showing duties and stations of officers, ...	85

U.

Unlocking in the morning and commencing labor, ...	59
--	----

W.

Warden, ...	23
Watchmen, ...	40



